

Minutes
Dean's Administrative Council
College of Education
University of South Alabama
UCOM 3619
10:00 a.m. – 11:50 a.m., June 9, 2008

Members Present: Dr. Richard L. Hayes, Dean; Dr. Thomas L. Chilton, Associate Dean; Dr. Phillip Feldman, Associate Dean; Dr. Frederick Scaffidi, Chair, Health, Physical Education, and Leisure Studies; Dr. Agnes Smith, substituting for Dr. David Gray, Chair, Leadership and Teacher Education; Dr. Charles Guest, Chair, Professional Studies; Dr. James Van Haneghan, Director, Assessment and Evaluation; Dr. Abigail Baxter, Director, Graduate Studies and Research; Dr. Andrea Kent, Director, Field Services; Dr. Peggy Delmas, Director, Student Advising. **Members absent:** Dr. Kathy Westbrook, COE Faculty Senate representative.

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

1. Information Update

a. Photo IDs

A memorandum from HR was distributed announcing the implementation of photo IDs for all regular and temporary campus employees, retirees and designated guests. As existing IDs expire, photo IDs will be issued. Those wanting to replace their current ID (prior to its expiration) with a photo ID may call HR to schedule an appointment to do so. All campus employees will be required to have photo ID cards by **June 30, 2009**.

b. Summer Enrollment

Dr. Chilton reported on summer enrollment. The University overall had record summer enrollment. In the College of Education, there was still a decline in graduate enrollment, but not as significantly as in past summers. Undergraduate enrollment was up slightly. LTE's online course offerings showed significant enrollment and signaled that this may be a trend to pursue for future summer course offerings.

Dean Hayes reiterated the following, 1) advanced planning is key to building a successful summer school schedule, 2) there needs to be more schedule coordination across the departments in the college to avoid class schedule conflicts and 3) continue to consider alternate formats for classes to best accommodate student summer schedules.

c. NIH-Funded USA Researchers/Authors

Information was distributed on the new Public Access policy released by NIH which became effective April 7, 2008. Questions regarding this policy may be directed to Dr. Russ Lea, Vice President for Research.

d. USA Goals and Objectives

Dean Hayes distributed copies and recommended that this set of goals and objectives be used as a tool when developing goals for departments and well as for the personal goals of faculty members.

e. **USA/COE Assessment Plan**

Distributed for information.

f. **First Choice**

A copy of the *First Choice* power point presentation was distributed, which provides data on a new direction the state is taking relative to diplomas. The Alabama State Department of Education, along with State Superintendent Joe Morton have re-defined Alabama's high school graduation options whereby the advanced diploma is the FIRST CHOICE or standard diploma. To opt-out of this diploma requires parent/guardian permission. Statistics cited in the *First Choice* presentation reflect lower dropout rates and increased graduation rates for districts that require higher standards. In addition, in the future, 85% of Mobile's job market will require this advanced diploma in order to secure employment. Alabama is the 19th state to adopt this track. MCPSS and USA are currently developing similar policies to bring their standards into line with this state regulation.

g. **Take 20**

A copy of the Take 20 report was distributed. This study was conducted in Alabama at 14 high schools with 80% of the teachers responding. It reflects analysis on what new teachers find helpful, why they stay, why they do not stay, etc.

2. **Zoomerang Survey of Graduating Seniors**

80% of the students in the College of Education responding to the 2007-2008 Graduating Senior Survey gave positive feedback on their educational experience at USA. Follow up assessments will be conducted on the remaining respondents to see what efforts can be made to improve satisfaction. Statistics in this report further indicated that 50% of the students responding were transfer students and about 25% of them work full time while taking a full load.

3. **Teacher Preparation Program Performance Profile for 2006-2007**

A copy of this report, also known as the "State Report Card" was distributed. The College of Education at USA received high marks consistently and an "A" for the Overall Grade for Quality Indicators. The merged curriculum, which is currently being integrated, will further address many of the deficits/issues reflected in the report.

4. **20th Annual Faculty Survey**

This report was distributed for review. There was discussion on the level of reported satisfaction and dissatisfaction. Follow up assessment was proposed as a means to identify perceived concerns in order to develop productive dialogue to dispel mis-information.

5. **UCOM Renovation Proposal**

A rough rendering of the proposed renovations to the UCOM, which includes space to incorporate the Psychology Department was distributed and explained briefly. If approved, the net gain for the COE will be 21,200 square feet and will likely include 113-seat and 200-seat lecture halls to be shared jointly with the Psychology Department.

- 6. Trac Dat Re-Training**
Information was distributed on the software update of TracDat. Dean Hayes will coordinate department chairs and selected administrators to attend the 2 hour re-training sessions and provide input.
- 7. Campaign Leadership**
Dean Hayes reported on the relatively modest level of participation by the College of Education for this year's campaign. The COE's participation was among the lowest on campus. Alternatives to improve participation will be reviewed.
- 8. Summer School Courses**
Discussed in 1b above.
- 9. Hiring Freeze/Current Faculty Searches**
The announced hiring freeze and implications for current and future searches were discussed.
- 10. Foliotek Standards**
There was discussion on the need to incorporate a statement in each course syllabus that standards must be met before a final grade will be issued. There was further discussion on what grade code should be assigned when the standards are not met by the end of the semester. Dean Hayes and Dean Chilton will investigate the most appropriate course of action in this event.

With there being no further business, the meeting was adjourned at 12:00 Noon.

Respectfully submitted,

Kathy Beck
Recorder