

Minutes
Dean's Administrative Council
College of Education
University of South Alabama
UCOM 3619
10:00 AM – 12:00 PM, February 9, 2009

Members Present: Dr. Richard L. Hayes, Dean; Dr. Thomas L. Chilton, Associate Dean; Dr. Phillip Feldman, Associate Dean; Dr. Harold Dodge, Interim Chair, Leadership and Teacher Education; Dr. Charles Guest, Chair, Professional Studies; Dr. Frederick Scaffidi, Chair, Health, Physical Education, and Leisure Studies; Dr. James Van Haneghan, Director, Assessment and Evaluation; Dr. Abigail Baxter, Director, Graduate Studies and Research; Dr. Andrea Kent, Director, Field Services and Dr. James Stefurak, filling in for absent member Kathy Westbrook, COE Faculty Senate Representative. Also absent: Dr. Peggy Delmas, Director, Student Advising

Dean Hayes called the meeting to order at 10:05 AM

1. Information Update

For information and review, Dean Hayes distributed the following reports:

- a. Spring Enrollment Data
Dr. Chilton distributed the Spring 2009 Enrollment Statistics and reported enrollments at the graduate level have declined for last 4 years but not as steep as it has been, while undergraduate level enrollments have increased slightly.
- b. COE Minority Enrollment Spring 2009

Dean Hayes distributed “Proposed Funding for Education in the American Recovery and Reinvestment Act (ARRA)” to point to specific federal programs that might present funding opportunities for higher education. He also distributed “The American Reinvestment and Recovery Plan – By the Number” for information on how the passing of the stimulus bill will transform our schools to compete in the 21st century.

2. SACS/400-500 Level Courses

400 level or below course work could not be counted toward a graduate degree. The college has taken steps to remove all 400 level courses from the graduate program. The bulletin and our changes are complete with the exception of Early Childhood Special Ed which will be worked out soon.

3. Summer Schedule

Dr. Chilton has met with Dept Chairs to share previous summer enrollment numbers, number of majors for the past 3 years. This information is being used to determine the number of courses to be taught in each area.

4. Budget Analysis

Dean Hayes presented a power point presentation on State Budget Appropriations for 2009 reporting a 20 % decrease in appropriations from 2008. A major point raised to the DAC was to encourage externally funded research to absorb the decrease in appropriations as an alternative to reducing faculty and staff or raising tuition and fees.

5. Founders Day

Dr. Carl Glickman, President of Institute for Schools, Education and Democracy returned one-third of his honorarium for his Founders Day Lecture to the College for a scholarship.

6. Conflict of Interest and Commitment Report

All FCOI forms for faculty and administrators in the College have been filed by the September 30, 2008 deadline with the exception of one part-time faculty member who has yet to return her signed contract.

7. TracDat/SACS Review

All departments in the College of Education reported being on schedule with entering information into TracDat.

8. Research Activity

Dean Hayes distributed the findings from a USA Research Activity Report listing over \$440,000 in external research funds for the College of Education in 2008. A college wide workshop for grants initiative was suggested to help interested faculty find out how to improve their capacity and identify opportunities for externally funded research.

9. Academic Calendar

The current academic calendar is under review by University administrators in an effort to respond to recent criticism regarding the time available for classes following Thanksgiving Holiday, student requests for a fall semester break, and to ensure timely reporting of graduates.

10. Update Faculty Handbook/Role Descriptors for COE

Plans are underway to update current descriptions to reflect recent changes in administrative roles in the College.

11. Faculty Grants Incentive Options

The current program remains suspended pending further review and recommendations by the University administration

12. Final Exams

Dr. Hayes distributed the University Regulations for Final Exams, stressing all final examinations must be given during the regularly scheduled final examination period at the specific time and in the specific place indicated unless specifically approved by the Department Head and the Dean in advance.

13. Other

With there being no further business, the meeting was adjourned at 12:05 p.m.

Respectfully submitted,
Regina McCreary
Recorder