

Minutes
Dean's Administrative Council
College of Education
University of South Alabama
UCOM 3619
10:00 AM – 12:00 PM, January 5, 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. Peggy Delmas, Director, Student Advising and Dr. Jean Clark, filling in for absent member Kathy Westbrook, COE Faculty Senate representative. Also absent: Dr. Andrea Kent, Director, Field Services.

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. *What matters to student success: A review of the literature*
- b. *Student success: What research suggests for policy and practice*
- c. *It's time to tell the kids: If you don't do well in high school, you won't do well in college (or on the job)*
- d. Founder's Day

Dr. Feldman passed out the tentative presentation schedule for Founder's Day, which is scheduled for February 2, 2009. Department Chairs were asked to encourage faculty and doctoral students to submit proposals to present. Dr. Carl Glickman, President of Institute for Schools, Education and Democracy and education author and reformer will be the keynote speaker.

Dr. Feldman also discussed the College *Pillars* publication. In the next edition, he would like to incorporate (1) a student centered piece and(2) a featured faculty piece for each department. He asked chairs to pass this information along in their next faculty meeting and begin to formulate ideas.

2. Staff Reorganization

Dean Hayes reported on the reorganization of staff in the College of Education effective January 5, 2009 which came about as a result of a staff retirement in the Graduate Studies Office coupled with upcoming budget restraints. As a consequence, the College will not fill the two positions vacated by the internal transfers of Gloria Poche and Kathy Beck to other positions in the College for at least one year.

3. Strategic Plan

Dean Hayes distributed the final version of the Mission, Vision, and Goals (2008-2013) and reported that the previous goals and objectives of the College will be moved into "history" on TracDat. The new goals and objectives are anticipated to be entered in TracDat by week's end. There was considerable discussion relative to the departments' role once this takes place. Ultimately, it was determined that each department must link its outcomes/objectives to the College's goals. Dr. Guest also shared that

after a meeting with Institutional Research, he learned that each department must also demonstrate the tracking of their Action Plan.

4. TracDat/SACs Review

Dean Hayes distributed an email from Joan Exile to the Deans on information needed for the Fifth Year Report.

5. Freshman Seminar

Because each college has such a diverse audience, a “one size fits all” approach to the Freshman Seminar class has proven to be ineffective University-wide. Therefore, the University’s standard XXX101 course will no longer be required of all freshman. Colleges will have the autonomy to determine the most appropriate content and format for such a course or to develop alternative retention strategies based on its own student population. Dr. Peggy Delmas was charged with forming a committee to look at the spectrum of retention strategies that might best address the unique characteristics of the student population in the COE and make recommendations by April 1, 2009.

6. *Innovations in Teaching: Creating Professional Pathways for Alabama Teachers*

Recommendations for Innovation in Teaching, which resulted from the Governor’s Commission on Quality Teaching was distributed. Once funds are available, these recommendations will serve as an indicator of where education is headed in the State. Dean Hayes asked for these recommendations to be reviewed in order to identify items that may currently be pursued with or without additional funding.

7. Budget

A copy of Wayne Davis’ memorandum on proration and the budget was distributed. Discussion ensued about how stringently listed items will be restricted. Dean Hayes recommended that when in doubt, inquire with him for specific directives. Dean Hayes reiterated to the DAC that the negative financial impact could be reduced substantially through additional externally funded research grants. Dean Hayes and Dean Feldman will be working on creative ways to generate revenue for the college, while Dean Hayes and Dean Chilton will continue to work on ways to constrain costs and best utilize faculty and college resources.

8. Academic Calendar

Dean Hayes indicated that the formation of the Academic Calendar is under review. He asked Chairs for input relative to dates and impact on programs, especially as they relate to internships and the coordination of the University’s calendar with proposed changes by local school districts.

9. Update Faculty Handbook/Role Descriptors for COE – still a work in progress.

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

Respectfully submitted,

Kathy Beck
Recorder