

Minutes
Dean's Administrative Council
College of Education
University of South Alabama
UCOM 3619
10:00 AM – 12:30 PM, August 26, 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, Director, NCATE; Dr. Andrea Kent, Director, Field Services; Dr. Christopher Keshock, President of the College Faculty Council; and Mrs. Aimee Meyers, Development liaison.

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

1. Information update:

- a. Faculty Searches – The Dept. of Professional Studies filled 1 position in Clinical and Counseling Psychology and 3 positions in Counselor Education. Two faculty were hired for the Ed. Media position, but one resigned on August 25, 2013. The search in the Dept. of HPELS for the Therapeutic Recreation position is ongoing. With the upcoming retirement of Ms. Kinniburgh in Dec. 2013, LTE will have a new search for a Reading Specialist.
- b. Staff Search – The search for the Academic Records Specialist position in Stude

closely with the CISSTEM, which has happened. The CISSTEM was seen as a primary resource

deans will cover very broad areas, resulting in a need for director positions, such as directors for field services, and contracts and grants.

16. Enrollment Improvement Plan – Reviewed current statistics on COE enrollments and projected enrollments. Also reviewed the Enrollment Improvement Plan 2013-2014. The dept. chairs are to share with their faculty the strategy results, and ask them to focus and expand on the strategies that are highlighted in green. There are also plans to establish a marketing board for recruiting. Alla Zakharova, Computer Education Specialist, is doing a very good job developing and monitoring the COE electronic board and websites and keeping the information current on a daily basis.
17. Faculty Evaluations – Dean Hayes has submitted his recommendation to the board for salary increases for all the faculty, including a merit raise.