

**Minutes**  
**Dean's Administrative Council**  
**College of Education**  
**University of South Alabama**  
**UCOM 3619**  
**10:00 AM – 11:50 AM, December 1, 2008**

**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. Abigail Baxter, Director, Graduate Studies and Research; Dr. Andrea Kent, Director, Field Services; Dr. Peggy Delmas, Director, Student Advising and Dr. Kathy Westbrook, COE Faculty Senate representative.  
**Members absent:** Dr. James Van Haneghan, Director, Assessment and Evaluation.

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

**1. Information Update**

- a. Effective January 1, 2009, all faculty new hires (full and part time) will be subject to a mandatory background check.

For information and review Dean Hayes distributed three reports from Joan Exline/Department of Institutional Research:

- b. Peer Comparisons BA Degree Productivity
- c. ACHE Preliminary Fall Enrollment Report
- d. Fall 2007 Cohort Non-Returning Students

**2. TracDat SACS Review**

Department Chairs reported that TracDat was on target for the SACS Review. There was discussion about the required format and it was reiterated that Learning Outcomes must be by program.

**3. Strategic Plan**

Dean Hayes distributed the first page of the draft of the College of Education Strategic Plan and asked for DAC members to review the Mission and Vision Statements. Strategic Planning meetings have been conducted to include faculty/staff input. The final version should be in place by December 15<sup>th</sup> for inclusion in the 2009/2010 University Catalog.

**4. 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, it will no longer be required of all freshman.

Colleges will have committees to look at this spectrum of appropriate strategies and report back to the course or tnt3111 oOs the unique characteristics of the student population in the COE and make recommendations accordingly.

**5. Teaching Excellence Awards**