

## Minutes

**COE Basketball Night** – Coming up February 27<sup>th</sup>, invitations will be mailed this week. Please inform Marian of anyone whom you feel should be included and try to come to the event.

- b. **New Faculty Searches** – Dr. Scaffidi reported that Dr. Brooke Forester will be on campus to interview for a Sports Management/Exercise Science position this week.
- c. **Founders Day** – The date has not been set as it is still contingent on the availability of special AERA guests that Dr. Hayes is working on inviting as a guest speaker.
- d. **Minority Enrollment** – Minority enrollments continue to decline. Economic factors are playing a large role in this decline in addition to rising academic standards.
- e. **Alcohol at USA Events for Students** – Due to liability issues, faculty members are not to serve alcohol to students at any campus or university-sponsored event, whether or not the event is a celebration.
- f. **ALACTE Position Statement on US News Ratings** –

US News attempted to evaluate teacher education programs, but the methodology used for this process is based primarily on publicly available documents which would not lend itself to accurate assessments. Most all universities have refused to participate unless a better process can be developed. Dean Hayes will distribute a statement

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**USA Carn**

**hRevised USA C**

- <http://www.southalabama.edu/academiccalendar.html>

The revised calendar for next fall still reflects a fall break of a couple of days, a long period in January before classes begin, and an August 20<sup>th</sup> start date.

- 2. **Candidacy Deadlines** – We have moved to two deadlines for candidacy in an effort to streamline the interviewing process: a first deadline for them to schedule the candidacy appt interview and a second deadline for them to complete the interview in an attempt to have all candidacy applications in and interviews done PRIOR to the start of registration, so students can make appropriate registration decisions. Email reminders will be sent to all who are affected



matching pricing and services. Complaints about on campus service may be directed to your Chair, Dean or John Smith, VP of Student Affairs.

12. **Part-time Faculty Evaluation and Exemption Form** As we move closer to the SACS visit to USA, there is an increase in efforts to track our processes which is resulting in the appearance of more and more forms to document our progress. Two such forms have been developed regarding evaluating part-time faculty and the requirement that the department chair visits with the part time faculty in person. The expectation is that review this is done the first time they teach, or if they haven't taught for a while. An Exemption form was distributed to be used when recommending employment of those faculty who do not meet every requirement but who are deemed to be excellent candidates for the position.
13. **Grades First** The Athletic Department has adopted this program to support advisement of the poorest performing student-athletes. Emails will go directly to the faculty member of selected students requesting the necessary student progress report. Joel Erdman is willing to explain the program in greater detail to those interested.
14. Summary responses for the Dean's annual performance review were distributed with the recommendation that all administrators renew their efforts to be more inclusive in involving faculty in decision-making within their units.
15. **Other**
  - Copier Use in the Departments and Labs** – The issue arose of attempting to control the volume of copies and prints students produce in the labs and departments. After discussion, it was decided that unless the problem becomes critical, it would not be worth the expense of additional software to control it. Recent studies of student use indicate that the lab fees students are paying are sufficient to cover the cost of current use.
  - Honors & Awards** – Criteria used to determine faculty and staff annual honor awards has recently been distributed. Please remind your faculty and staff that this is a good opportunity to recognize the accomplishments of their colleagues and encourage their nominations.