

**Minutes**  
**Dean's Administrative Council**  
**College of Education**  
**University of South Alabama**  
**UCOM 3619**  
**10:00 AM, December 9, 2013**

**Members Present:** Dr. Richard L. Hayes, Dean; Dr. Wanda Maulding, Associate Dean; Dr. Andrea Kent, Associate Dean; Dr. Harold Dodge, Chair, Leadership and Teacher Education; Dr. John Kovaleski, Chair, Health, Physical Education, and Leisure Studies; Dr. Brenda Litchfield, Acting Chair, Professional Studies; Dr. James Van Haneghan, Director, Assessment and Evaluation; Dr. Peggy Delmas, Director, Student Advising; Dr. Andre Green, Director of Grants and Contracts; and Ms. Aimee Meyers, Development liaison.

Member(s) absent: Dr. Christopher Keshock, President of the College Faculty Council

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

1. Graduate Reception -- Dean Hayes noted the time discrepancy in the 2013 Fall Graduate Reception on 12/14/2013. The correct time is 10:00 am – 1:00 pm (noting the graduates and their families will start arriving around 10:00 am or 10:30am). Dean Hayes emphasized the USA policy that faculty are required to attend commencement ceremonies.

2.

5. ASMS and ASFA Credits at USA – Recent approval by the Council of Deans to accept transfer credits from ASMA and ASFA at USA has prompted Dean Hayes to ask chairs to identify a course or courses that students might be able to complete as a part of their high school preparation programs that could be used to reduce the number of courses to the degree once admitted to USA.

6. Employee Benefits – A chart was distributed that shows recent changes in employee benefits and the trend toward shifting greater responsibility from the employer to the employee. A significant change in the educational benefit for employees eliminates the requirement to pay tuition in advance in favor of a tuition credit to be applied at the beginning of each semester at the applicable credit hour rate based on undergraduate, graduate, doctoral or on-line courses per college. Confer with HR for more detailed information.

7. Faculty and Administrative Searches: Special Considerations – The Council of Deans recently approved a policy recommended by the Faculty Senate to regulate the hiring of a spouse as an Academic Employee without a Search.

8. Other –

a) Aimee Meyers, Development Officer for COE announced establishment of an endowment to develop a scholarship of \$17,000 for a graduating senior in the COE interested in pursuing a graduate degree with preference given to School Counseling. The donor will contribute \$174,000 qualifying for the Mitchell-Moulton Initiative (\$348,000 with match).

b) Eduvenj 0.03C /P5 -2006o –