# Dean's Administrative Council
## Minutes of Meeting May 20, 2020
## 1:00p.m. via Zoom

**Members Present:** Dr. Andi Kent, Dean; Dr. John Kovaleski, Associate Dean; Dr. Susan Santoli, Chair of Leadership and Teacher Education; Dr. Tres Stefurak, Chair of Counseling and Instructional Sciences; Dr. Robert Thompson, Chair of Hospitality and Tourism Management; Dr. Shelley Holden, Chair, Health, Kinesiology and Sports; Dr. Paige Vitulli, Chair of Integrative Studies; Dr. Yvette Getch, Faculty Council Rep; Dr. Matt Binion, Director of Academic Assessments; Mr. Josh Wooden, Director of Academic Advising; Ms. Amber Day, Assistant Marketing Director; Ms. Jennifer Simpson, Director of Field Services; and Ms. Aimee Meyers, Development Liaison

Dr. Kent called the meeting to order via Zoom at 1:00 p.m.

- **Information Update:**
  - **Searches**
    **ADMIN –** Associate Dean Search – Dr. Stefurak interviewed on Friday, May 15 for the associate dean position via Zoom.
  - **Tech for improving web-blended courses:**
    Information for our classrooms have been sent to the ILC for review and consideration.
- **Summer School (JK):**
  Summer contracts to be sent out to faculty by tomorrow morning. Graduate summer school enrollment is up and the undergraduate enrollment is down. Overall, the College is up about 10-15 students.
- **Fall Considerations:**
  - Every undergraduate course, and graduate course which is not labeled as a fully online course, will be hybrid. At the appropriate time, faculty will need to make contact with every student enrolled in their courses to let them know how their course times will be modified.
  - The real issue for fall is connecting with student so they do not feel isolated or cheated for their tuition. Faculty need to keep them engaged. Undergraduates want to be on campus. If at all possible, make arrangements to meet on campus some.
- **USFQ Opportunities* (AK):**
  Dr. Kent provided a handout on a partnership with the Universidad San Francisco de Quito (USFQ). New opportunities for virtual collaboration and exchange with USFQ. A list of

course will be provided to us and information about these programs will be sent to faculty and students. The following three opportunities will begin this fall:

1) Collaborative Online International Learning (COIL)
2) Virtual Exchange
3) Research – monies will be available from L. Chronister's office and Global around $1500. Scholarships may also be available from other avenues. Aimee will look into it.

- **Marketing and Communications (AD)**
  - Working with the Literacy Center to get a social media ad up.
  - Working with Dr. Vitulli in Integrative Studies on mock ups for a social media ad campaign.
  - Working with HKS to do some web updates.
  - Pillars is coming up. Chairs to provide highlights for the magazine by the end of May.
  - Marketing & Communications is running several ad campaigns to ramp up fall enrollment.

- **Field Services Update (JS):**
  Working with a few field experience courses for the summer to get a plan in place and working out a few kinks.

- **Office of Assessments Update (MB):**
  - EPTA scores are in and finalized. The pass rate for this year is 93% which is higher than last year's 89%.
  - End of year surveys have gone out and we've had a good response rate.
  - Finalizing faculty TracDac reports. Due July 1st.
  - Finalizing data for 6/1 deadline from Spring for Deans for Impact.
  - CAEP report submitted last week. Should have a response in 7 days. The accreditation decision will be made in October.

- **Advising and Certification Update (JW):**
  - Conducted over 500 Zoom advising appointments. We are about 10% below where we were this time last year.
  - Completed outreach for "not yet registered" students.
  - Online orientation starts next week.
  - Registration: Summer Enrollment compared to last year
    - undergraduates down 29
    - graduates are up 40
    - College is up 11

    Registration: Fall Enrollment compared to last year
    - Undergraduates down 61
    - Graduates are up 29
    - College is down 32
  - S/U options came available last week. 118 students have selected a S/U grade
  - Pushed out all the Educator for Excellence Scholarships
  - Still need to award the Endowed Scholarships for the fall
  - Praxis begin at home testing

- Scott is setting up to provide Lab rooms for testing
- 20 students have been admitted into the Alternative Master's program for the summer without the Praxis exam. Note: Praxis exams are not supported on the Mac.

- **Development Update (AM):**
  - Development will be emailing the endowment reports this year, no mailings.
  - Will check on the study aboard Scholarship for the USFQ partnership program.

- **Graduate Studies Update (JK):**
  Dr. Kovaleski provided a handout titled "Summer Graduate Studies Stats – May 20, 2020".

| As of 5/20/20 | 2020 | 2019 (5/20/19) |
|---|---|---|
| Total All Applicants for summer | 271 | 182 |
| In Progress | 161 | 97 |
| Received | 107 | 83 |
| Accepted | 90 | 71 |
| | | |

At least 18 applicants have applied or been admitted to one of the programs we did the Zoom Presentations on earlier this month including: Higher Ed Master's, Alt ELEM/ECE, Elementary Ed Master's, and the Ed Media programs.

| As of 5/13/20 | 2020 | 2019 (5/13/19) |
|---|---|---|
| Total All Applicants for summer | 255 | 180 |
| In Progress | 155 | 97 |
| Received | 98 | 83 |
| Accepted | 86 | 69 |
| | | |

- **Faculty Council Update (YG):** N/A
  - Some members have decided to serve again. Should have new list by June 15.

- **Other:**
  - Dr. Kovaleski has contacted Bill Guest with campus safety and security on what things we need to do to insure that we have a healthy and safe workplace when we return to campus. He will get back with us next week.