Dean's Administrative Council
Minutes of Meeting July 29, 2020
10:00a.m. via Zoom

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

Absent: Dr. Yvette Getch, Faculty Council Rep

Dr. Kent called the meeting to order via Zoom at 10:00 a.m.

- **Information Update:**
  - **Employee Covid-19 Survey (AK):**
    Please make sure all of your employees have received and completed the survey and training module (video) and have been cleared to return to work. Someone in your area should be tracking this information and assuring that everyone received a clearance to return to work.

- **Return to Campus Update (AK):**
  Employees are slowly returning back to work. August 17 is still a go for students returning to campus. Football is TBD.

- **Marketing and Communications (AD):**
  Amber provided an update on the projects she is currently working on. Pillar's proof is due out next week. August newsletter will go out next week.

- **Field Services Update (JS):**
  Baldwin County plan is in place and started confirming placements. State ETPA is a go. Internship guidelines are expected from Dr. Mackey next week.

- **Office of Assessments Update (MB):**
  - Meeting with Deans for Impact next week (M-Thurs). Matt will be presenting to the network.
  - Changes have been made to the rubric Live Text for CIEP to be implemented in the fall.
  - Tractdat meetings can be setup with Matt to review data and provide assistance.

- **Advising and Certification Update (JW):**
  - The Not Yet Registered campaign has registered 21 additional students.
  - Late orientation sessions are coming up next week. 11 students have registered.
  - ETS has extended the wait time between retake Praxis exams from 21 to 35 days.
  - College scholarships will be awarded this week.
  - 80 students down for undergraduate; up in numbers for graduates sufficiently. Dr. Kent asked the chairs to please continue to encourage faculty to work with Amber for recruiting.

- **Development Update (AM):**
  - Total annual employee campaign = 82 donors ($64,350) contributed to 25 different funds
  - The Cottage Hill Civitan contributed a check for $1,000 for the PassageUSA program.

- **Graduate Studies Update (JK):** No update

- **Faculty Council Update (YG):** No update – Council to meet the end of August

- **Other:** No additional updates

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