

Dean's Administrative Council

Minutes of Meeting - August 26, 2020
10:30a.m. via Zoom



Members Present: Andrea Kent (Dean), John Kovalski (ADMIN), Tres Stefurak (ADMIN), Robert Thompson (HTM), Susan Santoli (LTE), Shelley Holden (HKS), Paige Vitulli (INGS/OALS), James Van Haneghan (CINS), Matt Binion (OAA), Josh Wooden (AA), Jennifer Simpson (FS), Yvette Getch (FC), Aimee Meyers, (DEV), Amber Day (MKG)

1. Remind faculty to have Digital Measures updated by September 1 for annual report, and TracDat deadline is September 15.
2. Internships/Field Experiences – COVID-19 protocols for internships are currently in development. Julie Estis will coordinate approval of these plans through the Reopening Committee. Career Services is developing a generic template for the University which will be a guideline for the colleges. Each college and department will need to review and add or make changes based on the programs' specific needs.
3. TracDat – faculty should be closing out the 2020 school year and attach the Rubric. Add new outcomes for the 2021 year. Every program will need to have a least 3 learning outcomes. Due date is September 15. Data review schedules will go out this week.
4. Official enrollment numbers will be available September 1. Josh will send out information by department and will break it down by programs and credit hours.
5. Development - The “Extra Yard for Teachers” week will be September 7-12. Athletics is donating \$250 which will be matched by the College. Two winners will be picked for the classroom project contest. The next Alumni Reunion (virtual) will be on October 2.
6. CEPS Priorities – Focus – Charge given by Dr. Kent:
 - Recruiting/Enrollment – Undergraduate and Graduate
 - Teaching/Student Centered
 - Scholarship
 - Diversity/Inclusion
 - Community Engagement/Outreach
 - WE ARE FAMILY!