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Dean's Administrative Council  
Minutes of Meeting  
September 25, 2017 at 9:30 a.m.  
Dean's Conference Room (3619)

Members Present Dr. And Kent, Dean; Dr. Andre Green, Associate Dean; Dr. Stefurak, Chair of Counseling and Instructional Sciences; Dr. John Kovaliski, Chair, Health, Kinesiology and Sports; Dr. Paige Vitulli, Interim Chair of Integrative Studies; Dr. Robert Thompson, Interim Chair of Hospitality and Tourism Management; Mr. Josh Wooden, Director of Academic Advising; Dr. Dennis Campbell, President of the College Faculty Council; Mandi Jennifer Simpson, Director of Field Services; Drs. Aimee Meyers, Development Liaison

Absent Members: Dr. Susan Santoli, Chair of Leadership and Teacher Education; Dr. Matt Binion, Director of Academic Assessments

Dean Kent called the meeting to order at 9:30 a.m.

1. Information Update:

a. Faculty Searches

Dr. Kovaliski reported one tenure track assistant associate professor position open in Physical Education Pedagogy for Health, Kinesiology and Sports.

Dr. Stefurak reported one tenure track assistant professor of education media and technology position open in CINS. Three candidates have been selected to interview for the position. The committee is in the process of scheduling interviews.

Dr. Santoli reported one tenure track associate professor of education leadership and program coordinator open in LTE. The search committee is in the process of re-evaluating the position description and may change the position to an assistant or associate position.

b. Staff Searches(AK):

No current searches.

The Education Office of Media and Technology services have hired Mr. Scott Pridgen as the new Management System Specialist.

- c. Tailgating (TS) -  
Dr. Stefurak noted that a few tailgate games are now available for use and a great addition to the tailgate party. The next game will be October 20<sup>th</sup> (homecoming) and will be hosted by HTM & NGS. Waffle House will host the catering for USA vs ULM.
  - d. Fifty Students for 50<sup>th</sup> (PV) –  
Dr. Vitulli announced that they have one student spotlight from their department and working on two more. Drs. Vitulli and Baxter will meet today.
  - e. The Pillars (AG) –  
Dr. Green provided an update on The Pillars. A copy of the proof was emailed to all chairs and departments. Please review for accuracy. Corrections are due back to Dana by this coming Wednesday. Once the corrections are received updates will be submitted to Publication for a final proof and printing.
  - f. Website (TS) -  
Dr. Stefurak noted that a meeting was held last week with the chairs, web services and Alla. The committee is currently focusing on the following tasks:
    - Home Page – Need high quality images.
    - Departmental Pages – Looking for consistency in navigation, etc
    - Facebook and CEPS Home Page – Content equal to all departments.
2. Faculty Council (DC) -  
Dr. Campbell provided an overview of last week's faculty council meeting. The main topic of discussion was tenure and promotion and the main factor Senior faculty would like to make sure junior faculty know what the top publications are in their field so they will have a knowledge of what the expectations are. Meeting with the faculty will be next Thursday.
  3. TracDat (AK) -  
The TracDat deadline for the college has passed but the information is not complete. Dr. Binion will meet with each chair and program coordinator to let you know what information is needed.
  4. Disaster Response (K) -
    - Online Syllabus - Every course must have an online syllabus.
    - Specific Disaster – The College will be required to create a specific disaster plan for each "type" of disaster (hurricane, fire, shooter, etc.).
    - Generators – HKS may need a generator to preserve stored muscle tissue.  
Kovaleski noted that the answer is (r2 (JTJ 0 Tc<)>4 (l) (e aa0 (l)-24 (e r8( )-10 (t)2 ( t4 (l))2 (

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Minutes of Dean