

**Minutes**  
**Dean's Administrative Council**  
**College of Education**  
**University of South Alabama**  
**UCOM 3619**  
**10:00 AM –**

- e. New Emeritus Professor Policy – a draft of the new Emeritus Professor Policy to be considered and approved by the Deans was distributed. This draft included eligibility, criteria, procedures, and benefits and privileges.
2. TracDat Report – The deadline for TracDat Dean Hayes is August 1. Cecelia Martin can help with information for TracDat. When putting information into TracDat it is better to be specific than general.
3. Enrollment Improvement Plan a draft of a College of Education Enrollment Improvement Plan 2013-2014 was reviewed and discussed. Suggestions were rated by ease of implementation and probable impact on enrollment. Ideas rated for High Ease and High Impact included:
  - Incentives for in service teachers in graduate programs
  - Establish a recruiting board
  - Establish amnesty program for those dropped out of Ph.D. and M
  - Rebrand NC Health Program
4. Credit Hour Reduction -department chairs are continuing to review existing curricula to reduce the required credit hours for graduate Standards now assessed in EDF 515/315 will be assessed instead in SPE 400 & 500.
5. AQTS – 30 Indicators were approved for use by the ALSDE in assessing AQTS
6. Draft: Visiting Scholars Program Application Form referred for further review by De and Dr. Delmas
7. Other:

Dr. Delmas and Ms. Meyers gave a report of the growing list of scholarships available to College of Education students. Listing of scholarships available at: <http://www.southalabama.edu/coe/scholarships.shtml> Scholarships are available for undergraduate, graduate, and doctoral students. Over \$18,000 in scholarship were available during the last award cycle. Applications are available online or from Students Services in late spring. Faculty and staff are encouraged to make students aware of scholarship opportunities.

Dr. Delmas introduced Sally Jarvis as the new Academic Advisor in the Advising Center who is responsible for advising HPELS students.