2012. The evaluation period is June 16, 2011 through June 15, 2012. Marian will be forwarding the evaluation forms next week.

- h. Minimum Age of Admission at USA A revised policy establishing the minimum age of admission at USA was distributed which changed the admission requirement to 17 years of age for applicants who pass the GED. This policy change has no effect on applicants with regular high school diplomas.
- i. Tenure and Promotion Proxy Voting The faculty handbook has been revised with regard to tenure and promotion proxy voting in departments. Proxy voting should be understood as having someone else vote for you. It does not preclude mailing in your vote, chairs soliciting votes by email, discussion or any other form of soliciting votes from those who will not be in attendance at the meeting.
- j. Alabama Statewide Needs of Teachers Dean Hayes shared the bi-ennial statewide needs assessment conducted by the Alabama Regional Inservice Centers. The South Alabama Research and Inservice Center data include 5,287 respondents. The results indicate that effureatest perceived needs rest in five areas of interest: Content Knowledge, Teaching and Learning, Literacy, Diversity, and Professionalism. DAC members were encouraged to use this information with respect to curriculum development and recruitment.
- k. Process to Include/Delete a General Education Course in the college like been revised to clarify the process. Changes in policy apply to only one course in the college 310.
- 2. Summer Enrollment 2012 A comparison of enrollments for the summer semester was distributed indicating a drop in enrollment campus-wide. HBE and PS enrollments were sufficient to cover salaries, while enrollments in LTE were insufficient. Contributing factors include the economic downturn, increased numbers of students having to work in the summer to be able to supplement their shrinking incomes, an increase in the number of students opting to attend less expensive two year colleges before transferring to four year institutions, Pell grant recipients being restricted to two semesters in a year while having to apply separately for a third, and the fact that teachers are being laid off locally (at least temporarily) undermining incentives to pursue careers in teaching.
- 3. The Alabama State Board of Education Plan 2020 was distributed and may be found here:

https://docs.alsde.edu/documents/55/Presentation%20from%202-23-12%20Worksession%20 %20Strategic%20Plan%202020.pdf

The plan speaks specifically to initiatives in higher education, STEM, special education, and guidance and counseling services.

- 4. CISSTEM- Dr. Julie Cwikla was introduced as the new Director of CISSTEM. A primary goal of CISSTEM is to create a much stronger support system for applying for research grants. Dr. Cwikla explained that one of the things she will be trying to build is collaborations between Arts & Sciences, Engineering, Health Sciences, and other disciplines that might benefit through collaborations. She welcomed any ideas or projects and urged everyone to explore the possibilities with her for fundable STEM±related projects.
- 5. JagMail The University has moved students from Jaguar 1 email accounts to the new Google email application. Faculty and staff now have the option of moving over from GroupWise to Google as well. However, please be aware that you will only be able to share calendars with office staff if both of you have moved from GroupWise to Google. A conversion date for everyone is tabled until the COE IT staff is trained in the process. Then they will be able to assist with the conversion process.
- 6. Event Scheduling in ClassroomsAd Astra is a new software program being used by Academic Affairs for scheduling classrooms across campus. The five rooms listed in UCOM for campus-wide