



Minutes of Meeting

October 23, 2016 at 9:30 a.m.
Dean's Conference Room (3619)

Members Present: Dr. Andrea Kent, Dean; Dr. John Kovaleski, Chair, Health, Kinesiology and Sports; Dr. James Stefurak, Chair of Professional Studies; Dr. Susan Santoli, Interim Chair of LTE/Director of Graduate Studies; Dr. Stephanie Stewart, Director of Academic Assessment; Ms. Jennifer Simpson, Director of Field Services; Mr. Josh Wooden, Director of Academic Advising; Dr. Paige Vitulli, President of the College Faculty Council; and Ms. Aimee Meyers, Development Liaison.

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

1. Information Update:

a. Faculty Searches –

Dr. Kovaleski, Chair of HKS reported that Ms. Caitlyn Hauff will be interviewing this week for the Health Promotion position. Ms. Hauff is from the University of Wisconsin and will graduate in December with a Doctor of Philosophy in Kinesiology.

Dr. Kovaleski also announced that Dr. Phil Norrell will be retiring in May 2017. The request to hire paperwork has been turned in to Dana to begin the process.

Dr. Stefurak, Chair of PS reported two positions available in Professional Studies - Assistant Professor of Library Media and an Assistant Professor of Instructional Design/Technology. He reported 50 applicants for the IDD and 2-3 applicants for the Library Media position.

Dr. Stefurak announced that Dr. V. Milner will be retiring next year (2017). The position has been posted for an open rank, tenure-track position in Counselor Education.

Dr. Susan Santoli, Interim Chair of LTE reported an open position coming up in LTE. Dr. Peggy Delmas has resigned her non-tenure position. The position will

- e. **Sakai Course Site Setup** – Dr. Kent asked each chair to follow up with faculty to make sure all courses have a least a shell and a syllabus online.
- f. **Mid-Term Grades** – Dr. Kent reported that the COE did not have one single issue with mid-term grades.
- g. **USA Day (11/5, 2/15)** – Mr. Josh Wooden provided an update on the USA Day and thanked everyone for helping out. The next scheduled USA Day is on Saturday, November 5th.
- h.

Committee will be revived to