

Council of Academic Deans

Approved Minutes

January 6, 2021

8:30 am

Via Zoom

Members
Present:

Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan

Council of Academic Deans

Approved Minutes

January 20, 2021

8:30 am

Via Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), Bob Wood (MCOB), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Alec Yasinsac (SOC), Kathy Cooke (HC), Harold Pardue (GRAD) John Marymont (COM)

Guest(s): Charles Guest, Andre Green, Tony Waldrop, Julie Estis, Bobbie Hancock, S. Raj Chaudhury, Eric Loomis, Lynne Chronister, Dusty Layton

1. Minutes of the January 6, 2021 meeting were approved as distributed.
2. Policy on Responsible Conduct of Research (RCR) Training: Ms. Lynne Chronister presented revised Responsible Conduct of Research training requirements for faculty, effective with the 2021-2022 training series.
3. Anonymous Poll for PT Committee: Dr. Eric Loomis detailed an additional option for Promotion and Tenure committees to poll the group while meetings are being held virtually. Dr. Loomis shared his experience with using Google forms and will discuss any potential privacy issues regarding this tool with Kristin Dukes, university attorney, and update the deans on his findings.
4. COVID-19 Update: Dr. Julie Estis gave an update on the number of COVID-19 cases on campus in addition to the status of vaccinations given by USA Health Systems. Dr. Estis also reminded the group to continue to encourage daily completion of Jag Health Check.
5. Proctoring Software for Spring: Dr. S. Raj Chaudhury shared that we are currently hosting ProctorU, RPNow, and Respondus Lockdown Browser proctoring services. Dr. Chaudhury announced that with the success of the Respondus Lockdown Browser, there has been a significant decrease in demand for ProctorU sessions.
6. Teaching Modes for Fall: Dr. Charles Guest informed the deans that for Fall 2021, Web Hybrid (WH; cohort model) and Web Remote (WR; synchronous online) teaching modes would no longer be offered. Course formats will revert to the pre-pandemic model and include Web Enhanced (WE), Web Blended (WB), and Web Online (WO). He reminded the deans that these plans could change dependent upon the situation with COVID-19 as we approach that term.
7. FS 1012 Non-Tenure Track Professorial Level Positions, Instructional Track Appointment and Promotion Policy: Dr. Andrzej Wierzbicki presented the proposed revisions to the policy. Dr. Wierzbicki will incorporate suggestions from the deans to further revise this policy and redistribute for review prior to a future meeting.

Council of Academic Deans

Approved Minutes

February 10, 2021

8:30 am

Via Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Alec Yasinsac (SOC), Kathy Cooke (HC), Harold Pardue (GRAD) John Marymont (COM)

Guest(s): Charles Guest, Andre Green, Julie Estis, Bobbie Hancock, S. Raj Chaudhury, Mike Jacobs, Nicole Carr, Angela Coleman, Sal Liberto, Kelly Osterbind, Beth Shepard, John Cleary, Chris Hansen, John Friend, Ryon McDermott, Kyle Brasil, Catherine Preston

1. Minutes of the January 20, 2021 meeting: Dr. John Usher asked for clarification of item #6 Teaching Modes for Fall. Corrections to this item will be made and redistributed to the deans for approval at the next meeting.
2. Conflict of Interest electronic system: Chris Hansen demonstrated the Conflict of Interest electronic system that is currently live on the University website and addressed questions about the process -0.0003 .8 (f)10.8 (2.8 (r)-86 (U)-1n,)-5.791 (r)2.Tw 2r5 (w)-7:o-1.1

Council of Academic Deans

Approved Minutes

February 10, 2021

8:30 am

Via Zoom

strategic course design and the technology incentive. Dr. Chaudhury also announced that the call for proposals for the May 12th virtual Conference on Teaching and Learning has been issued. In addition, phase two of the techm

Council of Academic Deans

Approved Minutes

February 24, 2021

8:30 am

Via Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovalski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Alec Yasinsac (SOC), Kathy Cooke (HC), Harold Pardue (GRAD), Alvin Williams (MCOB)

Guest(s): Charles Guest, Andre Green, Julie Estis, Bobbie Hancock

1. Minutes of the January 20, 2021 and February 10, 2021 meetings were approved as distributed.
2. Summer School Tuition: Bobbie Hancock-6.8(i)5 BDC 6.98 Td (B)-2.158.005 I-(B)-2.2 (c)8 m(G)-11.3 (u)

Council of Academic Deans

Approved Minutes

March 10, 2021

8:30 am

Via Zoom

8. COVID-

Council of Academic Deans

Approved Minutes

May 19, 2021

8:30 am

Via Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Alec Yasinsac (SOC), Kathy Cooke (HC), Harold Pardue (GRAD), Alvin Williams (MCOB), John Marymont (COM)

Guest(s): Charles Guest, Andre Green, Bobbie Hancock, Julie Estis, Regina George,

Council of Academic Deans

Approved Minutes

June 2, 2021

9:00 am

Via Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Debra Chapman (SOC), Harold Pardue (GRAD), Alvin Williams (MCOB)

Guest(s): Charles Guest, Andre Green, Bobbie Hancock, Nicole Carr, S. Raj Chaudhury, Angela Coleman, Mike Jacobs, Kelly Osterbind, Julie Estis, Delwar Hossain

1. Minutes of the May 19, 2021 meeting were approved as distributed.
2. ILC Updates: Dr. S. Raj Chaudhury updated the deans on the Summer Institute, the Strategic Course Design Mini Course for new faculty (Am10.38ns d[e]5.7(g)-9nd(, 7413 d[h]-4 (on1.8r)-2.1

Council of Academic Deans

Approved Minutes

July 14, 2021

9:00 am

AD 324



Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Debra Chapman (SOC), Harold Pardue (GRAD & SOC), Kelly Woodford (MCOB), Kathy Cooke (HON)

Guest(s): Andre Green, Julie Estis

1. Minutes of the June 30, 2021 meeting were approved as distributed.
2. COVID Update: Dr. Julie Estis gave an update on campus COVID cases and vaccine incentives for students. Vaccine clinics will be offered during student orientation for the Fall semester.
3. Reminder about University COVID Policy & Syllabus Statements: Deans were asked to ensure that all syllabi include the following language: "The University of South Alabama is committed to providing a safe and healthy learning environment for all students. In the event of a public health emergency, such as a pandemic, the University may implement measures to protect the health and safety of the campus community. These measures may include, but are not limited to, the suspension of classes, the closure of campus facilities, and the implementation of social distancing protocols. Students are encouraged to stay informed of the University's policies and procedures regarding public health emergencies and to follow all instructions from University officials." (See the University's COVID-19 Policy at [https://www.usouthal.edu/covid19/policy](#))

Council of Academic Deans

Approved Minutes

July 28, 2021

9:00 am

Zoom

Members
Present:

Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan
Gordon-Hickey, (PCCAHP), John Kovalick (JEMC /P /MCID 12BDC 0.003 T50.001)

Council of Academic Deans

Approved Minutes

August 11, 2021

9:00 am

Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Harold Pardue (GRAD & SOC), Alvin Williams (MCOB), Kathy Cooke (HON), John Marymont (COM)

Guest(s): Charles Guest, Andre Green, Bobbie Hancock, Julie Estis, Scott Weldon, Joel Erdmann, Jermaine Williams

1. Gr

Council of Academic Deans

Approved Minutes

August 25, 2021

9:00 am

Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Harold Pardue (GRAD & SOC), Alvin Williams (MCOB), Kathy Cooke (HON)

Guest(s): Charles Guest, Andre Green, Bobbie Hancock, Nicole Carr, Angela Coleman, S. Raj Chadhury, Mike Jacobs, Sal Liberto, Kelly Osterbind, Julie Estis, Naima Wells, Beth Shepard, Delwar Hossain

1. Minutes of the August 11, 2021 meeting were approved as distributed.
2. Licensure Compliance with Federal Regulations: Naima Wells discussed the role of

Council of Academic Deans

Approved Minutes

September 22, 2021

9:00 am

Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Harold Pardue (GRAD & SOC), Alvin Williams (MCOB), Kathy Cooke (HON)

Guest(s): Charles Guest, Andre Green, Bobbie Hancock, Nicole Carr, Angela Coleman, S. Raj Chadhury, Sal Liberto, Kelly Osterbind, Julie Estis, Beth Shepard, Delwar Hossain

1. Minutes of the August 25, 2021 meeting were approved as distributed.
2. Hooding at the Alumni Event: Dr. Harold Pardue informed the deans that Graduate students will be hooded by their respective major professors at the Spring 2020 Recognition Ceremony. Kelly Osterbind will send the list of students to be hooded to the deans prior to the ceremony. Ms. Osterbind indicated that the faculty who will be participating have already been notified and have confirmed.
3. Winter WOW: Dr. Nicole Carr announced the dates for the Winter Week of Welcome as the first week of the spring semester 2021-22, wrapping up with the MLK Day of Service activities on January 17, 2022. Dr. Carr asked deans to notify her of their interest in participating.
4. TRS Service Credit for Faculty on One Year Sabbatical: Item tabled for a future meeting pending receipt of additional information.
5. SACSCOC Update: Dr. Angela Coleman reviewed the expectations of deans for the upcoming SACSCOC review including resources, deadlines, and key points of involvement.
6. Strategic Planning Update: Dr. Coleman updated the group on the progress made in revising the University Strategic Plan.
7. Spring 2020 Graduates Recognition Ceremony: Kelly Osterbind reviewed the plan for the Spring 2020 Graduates Recognition Ceremony that will be held on October 1, 2021. Information was sent to the deans regarding seating and platform party lineup. Faculty attendance is encouraged but not required.
8. QEP update: Dr. Julie Estis introduced the 2023 Quality Enhancement Plan Roadmap including the timeline for development as well as the deadline for the final written QEP and pilot initiation.
9. COVID Update: Dr. Julie Estis gave an update on campus COVID cases and vaccine incentives for students. Transmission rates are being monitored and COVID policies will be updated accordingly.
10. Other:
 - A. Dr. Andi Kent endorsed the upcoming virtual Case Conference

Council of Academic Deans

Approved Minutes

September 22, 2021

9:00 am

Zoom

Council of Academic Deans

Approved Minutes

October 6, 2021

9:00 am

Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher

Council of Academic Deans

Approved Minutes

November 3, 2021

9:00 am

Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Harold Pardue (GRAD & SOC), Alvin Williams (MCOB), Kathy Cooke (HON)

Guest(s): Charles Guest, Andre Green, Julie Estis, Clive Woods, Lynne Chronister, Michael Chambers

1. Minutes of the October 20, 2021 meeting were approved as distributed.
2. COVID Update: Dr. Julie Estis gave an update on campus COVID cases and vaccine incentives for students. Transmission rates are being monitored and COVID policies will be updated accordingly.
3. Expertise Mapping: Michael Chambers briefed the deans on the recent USA Foundation for Research and Commercialization (FRAC) Board meeting in which it was determined that one of the action items for FRAC was to determine the specific expertise of USA faculty in order to communicate that easily to the private sector. Dr. Clive Woods presented his efforts on expertise mapping for the College of Engineering.
4. Comprehensive Review of Chairs Policy: Dr. John Usher presented a proposed clarification to the policy. The revision was unanimously approved by the deans and will be sent to the Faculty Senate for their review.

Council of Academic Deans

Approved Minutes

November 17, 2021

9:00 am

Zoom

Members Present: Andrea Kent (Interim Provost/SVPAA), Andrzej Wierzbicki (A&S), Susan Gordon-Hickey, (PCCAHP), John Kovaleski (EDUC), John Usher (ENG), Richard Carter (GUSA), Lorene Flanders (LIB), Heather Hall (NURS), Harold Pardue (GRAD & SOC), Alvin Williams (MCOB), Kathy Cooke (HON)

Guest(s): Charles Guest, Andre Green, Bobbie Hancock, Nicole Carr, Angela Coleman, S. Raj Chaudhury, Anjanetta Davis, Sal Liberto, Kell. (17-)-56r-7i56-1