Present: 71 remotely present via Zoom

I. Welcome video from the children at Willie Price

II. Ice Breaker

III. Introduction of new SOE Faculty and Staff
   - Deans Office: Mo Khalid- SOE Network Administrator
   - TE: Dr. Sally Quong- Clinical Assistant Professor of Secondary Education
   - LCE: Dr. Angus Mungal- Assistant Professor of Educational Leadership
   - HE: Dr. Macey Edmondson- Clinical Assistant Professor of HE and Program Coordinator
   - SOE AmeriCorps VISTA- Ben Salvador

IV. Educational Reference Librarian update- Savannah Kelly

V. COVID-19 Update
   - Willie Price returned to campus August 8, 2020 and is leading the way for returning safely to campus by following all protocols that were developed in conjunction with the medical personnel at Student and Employee Health and CDC recommendations.
   - SOE Leadership Team and UM Deans and Academic Administrators lead by Provost Wilkin have been meeting bi-weekly via Zoom since March 2020 to provide updates and guidance throughout this process to allow for a safe return to campus.
   - Check the official UM Coronavirus website: https://coronavirus.olemiss.edu/ and continue to use the Daily Symptom Checker before you come to campus. This information will be discussed further in all department meetings.
   - Discussed and emailed the SOE Operations guidelines. These are also attached to the minutes.
   - Update all syllabi to make sure the language adheres to recommendations from the UM Coronavirus website.
   - Recent statement from the Provost:
     - “We are not putting up one-way direction signs for entrances/exits or hallways. There were many issues with putting up the signage such as fire safety, adherence to the signs, etc. Our decision is based on: “CDC recommendations are that passing in entrances, corridors and stairwells, when masked, is not an issue if the contact is not within 6’ AND longer than 15 minutes.” There should be no case of passing in an entrance, corridor or stairwell that an individual is within 6’ of someone for LONGER than 15 minutes.

VI. Department and Office Reports

   - SAFE Office- Dr. Whitney Webb
     All freshman and transfer students were advised virtually this summer and received their schedules. Recognize and thank Cindy Misita and the TE Department for working with schools to develop a placement plan for students going out to the field in the Fall. All licensure and field placement questions need to be directed to the SAFE Office.
• **Teacher Education- Dr. Susan McClelland**
  Recognize the TE faculty who have been working throughout the summer to make sure Junior and Seniors have outstanding practicum experiences. These faculty worked to embed virtual experiences for the students into courses, developed a menu of options should the schools close and they can’t continue face-to-face, and identified creative ways students can continue to interact virtually with their students.

  Dr. Tom Brady selected as the Assistant Chair for TE upon the selection of Dr. Denise Soares as the Director of Graduate Studies for the School of Education.

  Congratulations to Dr. Alicia Stapp and Dr. Laura Prior for the approval (with initial licensure) on the Health and Physical Education Programs and to Dr. Kenya Wolff and Dr. Burhanettin Keskin for the approval (with initial licensure) of the Early Childhood Education Program through the Mississippi Department of Education.

  The process was completed to reflect the new and revised Doctorial programs for EdD and PhD for TE. Dr. Joel Amidon was selected as Program Coordinator for these programs.

  Thank you to Dr. Ann Monroe and Dr. Joel Amidon for their leadership this summer with the Resilience, Teaching, Learning community. We are grateful that they will continue this work with faculty for this ongoing effort.

  Congratulations to Dr. Kenya Wolff and Dr. Alicia Stapp for their selection along with two colleagues across campus for the UM 2020 INSPIRED Program Cohort. This program focuses on training and equipping faculty with the skills and resources they will need to effectively work in large, multi-disciplinary research teams, and with centers and research-centric administrative offices.

• **Leadership and Counselor Education- Dr. Ryan Niemeyer**
  Recognized the LCE faculty for continuing to work over the summer to complete dissertations, prospectus defenses, and develop a plan for the Fall.

  Congratulations to Dr. Rick Balkin for receiving Tenure and to Dr. Alex Kerwin for receiving Tenure and Promotion.

  Dr. Rick Balkin was selected to take on the role of Assistant Chair for LCE, Dr. Stephanie Lusk will take on the role of Program Coordinator for the LCE Doctoral Program, and Michelle Wallace will continue the role as Business Manager for COPE and will carry on with the administrative duties for the Principal Corps.

  Thank you to Dr. Stephen Lenz and Dr. Mark Deschaine for their leadership this summer with the Resilience, Teaching, Learning community. We are grateful that they will continue this work with faculty for this ongoing effort.

• **Higher Education- Dr. Phillis George**
  Admitted 27 students for newly revamped online MA in HE led by Dr. George McClellan; Admitted 20 students in the Residential MA in HE led by Dr. KB Melear; admitted 17 students in the newly revamped EdD with an emphasis in HE led by Dr. Frank Fernandez, Admitted 3 students for the PhD in HE program co-led by Dr. Neal Hutchens and Dr. Amy Wells Dolan.

  Faculty have continued to work through the summer with DIPs, dissertations, and prospectus hearings. They continue to write grants and books.
- **Graduate Studies - Dr. Denise Soares**
  Currently processing late admissions; held two Zoom Q&A sessions for return to campus questions for new graduate students, and preparing for upcoming Spring admissions cycle.

  In August, $16,000 was awarded in scholarships among six students through the Bob Depro Scholarship ($10,000) and Lindsey Todd Scholarship ($6,000).

  Graduate Council News: Three new policies were passed.
  1. The option to suspend standardized testing for admissions was passed through the admissions cycle Fall 2021. All SOE grad programs are asked to reconsider this option for admission into their graduate programs.
  2. New grading options for graduate students were added. S (satisfactory), M (marginal), U (unsatisfactory) grades can now be given and they align with GPA requirements but are not calculated in GPA.
  3. Policy concerning a leave of absence for graduate student. Previous policy required graduate students to be continuously enrolled or risk a penalty. Students now have the option to miss a Fall or Spring term without the penalty of returning to “applicant” status.

- **Development Office - Billy Crews**
  Philanthropy Report for FY20 accounts for funds that come through the Foundation for the SOE. The total funds received for FY20: $1,458,554 from 350 donors.

  Largest three gifts through the year were from the Harding Foundation Grant for the Center for the Study of Early Learning, the SOE Diversity Recruitment for a diversity teacher recruitment initiative, and a cash gift from the Parker Lifeshare Foundation to support the new Applied Behavioral Analysis Program.

  SOE holds about 5 million in endowments that produce about $200,000 a year in scholarships and awards. In addition, the SOE attracts several million in grants each year. More specific reporting will be given during the September faculty meeting.

  Due to COVID-19, many gifts have been delayed or adjusted. Many new projects are in development for the Fall to reach current and potential donors.

- **Recruitment - Jacob Ferguson**
  Worked to adapt as recruitment is shifted to online this summer. This fall, we will attend seven virtual graduate fairs, which is more than we were able to attend last year. Developing creative ideas and projects as well as a roadmap for recruitment in a virtual environment, which is likely to continue for the fall and next spring.

- **Communication and Diversity Officer - Dean Rock**
  Andrew Abernathy has taken a position as a faculty member in communications and is no longer working for UM. The SOE Marketing and Communications position was a position that was permanently cut from the SOE budget. Jacob Ferguson, Kelly Smith Marion, Amy Williams, GA Nikki Daoust and Kimmy Day will be working to fill this void. They are working as a team to develop ways to creatively engage prospective and current students virtually and with a limited budget.

  This Fall, we will do an internal search for a new SOE Diversity Officer, since Dr. Robinson has taken a position at the University of Memphis and is no longer employed with UM.
VII. Budget Update
- UM budgets were received approved. Based on COVID-19 and decline in enrollment for the last 4 years, UM had a budget cut for the 2021 FY.
- SOE had to make a 5.39% budget cut

VIII. PDSA Cycles created by faculty groups
- These were created at our Assessment Retreat in January 2020. We will begin working on these in the upcoming months.

IX. Introduced Mural to Faculty with a Student Engagement Activity

X. Upcoming Events
- Trivia Competition tonight at 8pm, featuring the SOE, School of Applied Sciences, and School of Pharmacy
- Fan Fridays starting this Fall: Everyone wears University of Mississippi or SOE t-shirts on Fridays

XI. Other Announcements
- Ticketing System on SOE website. Click on Faculty & Staff, click Links, click SOE Support. For any telecommunications, assessment, marketing and communications, and administrative needs within SOE, please complete a ticket. These tickets will be assigned to Mo Khalid, Amy Williams, or Blake Adams/Dr. Ann Monroe for completion.

XII. Upcoming Faculty Meetings
- September 18, October 16, and November 20 at 10am via Zoom

Same Zoom Link
https://zoom.us/j/95291007687?pwd=RE9XQO0xS3JTMk9xU2RsaEx0VW9VQT09

Meeting ID: 952 9100 7687
Passcode: 239137
School of Education Operations During COVID-19

Guidelines for COVID-19 office operations within the School of Education. These guidelines may change as circumstances require.

- Link for daily symptom checker: https://uofmississippi.qualtrics.com/jfe/form/SV_eKH25jIIHAr8A5
- University will provide sanitization supplies (wet wipes, hand sanitizer, etc.) for cleaning spaces and common use items. Department and Center offices will make requests for these items to Facilities Management at fm@olemiss.edu
- University will provide two reusable face coverings per employee
- No one is allowed into the buildings without a face covering
- Non-work related visits by non-residents of the building are prohibited
- When buildings are locked, signs will be posted with contact information for assistance
- Interaction via electronic means is STRONGLY encouraged rather than in-person meetings
- Face coverings are required in the presence of others

- Bathrooms:
  - Multiple occupancy bathrooms: Occupancy is limited to 50% of the total number of stalls + urinals (Please round down to the nearest whole number)
  - Face coverings must be worn and hand sanitizer must be used upon entry and exit when available

- Common hallways, breakrooms, supply rooms, copy rooms:
  - Face coverings must be worn at all times
  - Sanitize the items you interact with prior and following your use of them (printers/copiers, staplers, microwave, chairs, tables, toaster oven, fridge, ice maker, etc.)

- Stairways:
  - Avoid using the rails unless required for mobility reasons
  - One person per stair level, if possible avoid crossing each other

- Elevator:
  - Use hand sanitizer upon entry and exit of the elevator if available
  - Face coverings must be worn at all times
  - Avoid touching the walls while riding the elevator
  - No more than two permitted per ride & socially distance while in the elevator as much as possible

- Offices:
  - No face covering needed while in your office by yourself
  - When meeting in an office with others, face coverings must be worn - you must be at least 6 feet apart
  - Adjust your seating in your office so you are as far as possible from the door

- Conference rooms:
  - Occupancy will be limited based on capacity of the room, signs will be posted to clarify count
  - Face coverings must be worn
  - Sanitize the items you interact with prior and following your use of them (table, chairs, technology items for projecting, etc.)

- Vehicles:
  - Face coverings should be worn in vehicles when riding with others
  - Use disinfectant often on common surfaces in vehicle & use hand sanitizer when getting in and out of the vehicle
  - Occupancy is limited to 50% total number of seats in the vehicle & roll down window if possible
**Additional university requirements:**

1. **Required Training**

All employees (including faculty, administrators and supervisors/managers) are required to complete the “Return to Work on Campus” presentation that is accessible at [blackboard.olemiss.edu](http://blackboard.olemiss.edu). Please send a copy of your badge to your supervisor.

2. **Understanding of Employee Responsibilities regarding COVID-19**

All employees (including faculty, administrators and supervisors/managers) are required to review the expectations of employees related to return to work on campus and [certify via the digital attestation](http://blackboard.olemiss.edu) that it has been read and the expectations are understood.

3. **Self-Monitoring**

All employees (including faculty, administrators and supervisors/managers) are required to complete the [UM COVID-19 Daily Symptom Checker](http://blackboard.olemiss.edu) which is based on current CDC guidance. Employees will use this interactive tool daily to check for coronavirus symptoms and learn about resources available to help protect yourself and others from the spread of COVID-19. The submissions are anonymous and no identifying information is collected. The Checker is a public health program and a necessity as we promote a safe community.

**As a supervisor, what should I do if an employee or student discloses they either tested positive for COVID-19, resides with someone who tested positive, or has been within six feet or less of someone who tested positive for longer than 15 minutes?**

**If a UM student or employee has tested positive, they are required to contact University Health Services:** Student Health is 662-915-7274 or Employee Health is 662-915-6550.

If on campus, the employee or student should be discretely separated from others and sent home. If not on campus, the individual should be advised to stay at home. All employees or students should be asked to identify 1) any persons in our university community with whom they had contact with recently before the onset of symptoms, and 2) any areas of campus they visited during that time. As you engage the student or employee, show empathy but do not provide medical advice. **Please advise the student or employee that they are required to contact University Health Services to disclose their positive test and seek possible guidance on treatment and preventive measures to minimize the risk of infection to others.** The telephone number for Student Health is 662-915-7274. The telephone number for Employee Health is 662-915-6550.

After speaking to the student or employee, please contact the physicians at Student or Employee Health. The physicians will determine what additional precautions may be warranted, including closing an area and following up with MSDH. You should also alert Facilities Management at 662-915-7003 to determine whether any area of campus must be cleaned or disinfected.

6-26-20
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