

4-17-2015

Deans' Council Meeting : 2015 : 04 : 17 : Minutes

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Meeting, Deans and Associate Deans

April 17, 2015

Minutes

Present: Frank Biafora, Bill Heller, Carol Hixson, Suzi Mills, Gary Patterson, Susan Toler, Alison Watkins, Shawna Nelsen (notes)

Absent: Olivia Hodges, Bob Thompson

1. Welcome

Mark opened the meeting at 11:00 and welcomed all present. He thanked all those who were present at the Mark Fernandez event; he was pleased with the attendance and the outcome of the visit.

2. Minutes of April 8, 2015

Minutes were approved.

3. Success Stories/Announcements

Library - Our own Jim Schnur and his co-authors have an article in the latest Florida Libraries about the Pinellas Welfare Board Collection in the Digital Archive.

4. Standing Items

a. Online Student Portal

Dean Hixson reported that the search is being reopened as the first search failed.

b. FAIR and BANNER (also includes Faculty Data Project)

Susan had a phone conference scheduled for the afternoon. The data management group in Tampa is looking at services to better the university. These products and services are currently being reviewed by a group of faculty; it was requested that the program be piloted on our campus. The targeted date for implementation is July.

c. USF System Task Force

The proposed Digital Media Policy system is being redrafted.

A System Leadership meeting was held on April 16 on the USFSP campus and the topic of a system student application was proposed. The USFSP admissions leadership team reported that

this may not be the most useful tactic for the St. Pete campus and could negatively affect enrollments if USFSP is directly competing with Tampa. Kim Wilmath worked with Holly Kickliter on the application options, including what would be the best for USFSP.

This year's new admits are projecting students who have higher scores, which will result in a future, positive outlook. The new student's average GPA was 3.6 and SAT 1150; higher than previous years. Holly's team is doing a great job at increasing enrollment.

5. Matters arising

a. Adjunct training modules

Mark is working on designing the Academic Affairs and others will be working on their modules. The target completion date is mid-June.

Action: Carol

b. Academic Plan

After discussions with the Chancellor, the writing and formal planning of the academic plan will commence in the fall.

Action: Mark

c. Retention Task Force

A positive meeting was held on April 16 and the outline for the Retention Improvement Plan (RIP) was drafted. Student groups were separated by FTIC, graduate students, commuter students and non-degree students. Retention will be looked at through each of these groups; we are looking at the individual population needs; and reports for each group are expected by June.

The next meeting is scheduled for May 8.

d. Accountability Website

Carol offered to work with Patrick to update the site and move it forward.

Action: Carol

e. Guidelines on a Healthy Workplace

Senior leadership is being asked to review the suggestions.

Action: Susan/Carol/Mark

f. Graduate Recruiting Position

Donna will be moving forward and the meeting is set for next week. The item will be removed from the agenda.

Action: Mark, Susan

g. ProctorU – Academic Dishonesty in Online Courses

Nothing new to report on ProctorU.

Action: Carol

h. Open Educational Resources

Nothing new to report.

Action: Carol

i. Tenure & Promotion Process

The candidates and the colleges/library point of contact should all attend the training on April 24 from 2-4pm in STG 110. An invitation has been sent out and RSVP is requested by April 20 to Joseph Kenny at josephkenny@mail.usf.edu.

Action: Mark

j. Tenure & Promotion Guidelines

- There is still discussion going on but no new updates have been received by Mark.

k. Student Centered Scheduling

The focus continues around the needs of our students.

l. Sabbaticals

The proposed schedule has been approved.

m. Commencement

Mark will meet with Donna. CAS, KTCOB and COE would like to continue to allow students to walk regardless of whether or not they have met the degree requirements.

6. New Business

a. Mini Courses

A meeting has been scheduled and the proposed mini-course schedule includes a one-week class offered during spring and/or winter break, is being considered. The logistics still need to be determined. More communications to follow and Mark will report back to the deans.

b. Town Hall Reminder

The next strategic plan update is scheduled for next Tuesday, April 21 from 3:30 – 5pm. The focus is on student success. The meeting will emphasize how USFSP intends to increase the student population size. Mark requested that the deans send out invitations or reminders to faculty and staff. The 10 in 10 will be clarified.

Additional Updates will include:

- SLC expansion to the front of the building, as well as ADA changes.
- Harbor Hall – 1mil renovation–
- 3.677 acres of pointer property.
- Partnership city with the bike path
- August 2016 KTCOB opening

c. Legislative Updates–

Mark reported about the bill to waive tax on textbooks.

The other idea is that 30 days before class starts that faculty member will need to inform students as to the cost of their textbooks. Mark hopes the university bookstore will take control of this issue.

7. Adjournment and date of next meeting

The meeting adjourned at 11:41 and the next deans meeting will take place on May 8 at 11am – 12pm in Bay 205. Please note this is only an hour meeting.

Archive of meeting minutes available at: <http://dspace.nelson.usf.edu/xmlui/handle/10806/11878>