

5-25-2016

## Deans' Council Meeting : 2016 : 05 : 25 : Minutes

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## Meeting, Deans and Associate Deans

May 25, 2016

11:00 am – BAY 205

Minutes

Present: Mark Durand, Bill Heller, Gary Patterson, Frank Biafora, Susan Toler, Deb Henry, Scott Burghart, Eric Douthirt, Therese Wisoff (notes)

Not present: Jeff Cornelius, Olivia Hodges

Guests: Gardiner “Tuck” Tucker, Jacob Diaz, and Ziya Kardas, SGA President-elect

### 1. Welcome

Mark welcomed Frank Biafora, who has returned from his ACE Fellowship year, Scott Burghart, newly appointed Assistant Dean of the College of Arts and Sciences, Student Affairs leadership, and the SGA President-elect.

### 2. Minutes

Minutes from May 18, 2016 were approved.

### 3. Student Affairs Report

**Tuck, Jake, and Ziya**

- a. Tuck introduced the newly elected student body president, Ziya Kardas. Ziya started at USFSP as a transfer student from St. Pete College, and is currently a graduate student here. His goals include increasing collaborative efforts between SGA and other student organizations and reaching out to commuter students and graduate students. He wants to contribute to promoting sustainability efforts and is open working with his counterparts in a USF System-wide effort. Regarding a student tribute to Terry Tomalin, the student government is working on a plan.
- b. Housing has received 563 deposits. 100% capacity is 541, therefore, USFSP will need to contract with the Hilton again this year to house the students that could not be accommodated in the residence halls. Tuck and Jake have an appointment to visit the new apartment building on 3<sup>rd</sup> Street South, across the street from Publix. They will investigate the potential for leasing 8-10 units.
- c. Commencement: a total of 386 students participated. The two ceremonies allowed for students to invite more guests. Feedback included:
  - start the ceremonies earlier and end the day at 6 pm rather than 8 pm
  - work on pacing the students walking across the stage
  - engage a dependable vocalist.
  - purchase extra student robes to have on hand
  - purchase more regalia to have on hand to loan faculty (which will encourage participation)

- d. The housing study will be presented at the next campus board meeting in August. The goal is for new housing to be open in Fall 2019.
  - e. The Dean of Students' participation in ARC in a non-academic capacity has been a positive experience. There seems to be better coordination and communication to resolve student issues and to better serve the students.
  - f. All Student Affairs Staff were trained in Diversity and Cultural Competency last week. Jake will lead that training in the future.
  - g. A new Director of Student Programs has been hired to replace Melanie Bullock.
4. Old Business
- a. LBR for New College **Mark**  
Mark will be speaking with another advisor to determine what programs would compliment the USF College of Public Health's programs. He will meet with Dr. Ed Funai next month.
  - b. Strategic Enrollment Management Group (SEM) – PBF Metrics **SEM Members**  
The group is looking at which USF Tampa courses our USFSP students are taking. With Michelle here, we will start to look at these things more systematically.
  - c. Minority Post-Doc Fellowship Program **Mark**  
Lisa Jones will be here today to work with CADIC on the Minority Post Doc Fellow applications review. The Deans will be invited to join the meeting from 2:30-3:00 pm in the Chancellor's Conference Room to ask general questions.
  - d. College Scheduler Update **Mark**  
Nothing new to report. IT in Tampa will review.
  - e. Walking at Commencement **Mark**  
Mark distributed a draft of an academic policy on Walking at Commencement. Deans are invited to send their comments to Mark.
  - f. USF System Banner Task Force- Prerequisite Review **Tabled**
  - g. CITL (Center for Innovation in Teaching & Learning ) **Mark**  
Many of the members will continue meeting over the summer. There was a discussion about the need for remedial teacher training in upper level Math courses.
  - h. SmartCatalog IQ **Mark**  
The Curriculum IQ component is on hold, because the USF System is planning to develop a system-wide curriculum management system.
  - i. Performance Based Funding **Mark**  
Excess hours have been a topic of discussion. Academic Advising is looking at carefully at Transfer student's courses to eliminate the ones that don't qualify for credit to a major. Degree Works auditing system does not always catch those courses, thus creating excess hours.
  - j. Budget Hearings 2016-2017 **Mark**  
The 2<sup>nd</sup> Budget meeting was held after the hearings. The committee has made recommendations. Joe and Mark will present these to the Chancellor soon.

5. New Business

**Mark**

- a. New Textbook Policy which has been signed into law. The goal is to make textbooks more affordable for students. Mark used an example of his own textbook, which is available in hardcopy, or electronic copy, you can rent a whole book or just a chapter, etc. There are several options/alternatives to buying the hardcopy of his book. Universities are expected to post in the course registration system and on the university website a hyperlink to lists of required and recommended textbooks and instructional materials for at least 95% of all courses and course sections **at least 45 days before the 1<sup>st</sup> day of class** (see handouts). This law goes into effect now. They are asking that the library, in conjunction with Barnes and Nobel, work on this list. Mark plans to meet with Deb, Joe, and Patrick to work on an implementation plan.
  - b. Mark put together a draft on a formal USFSP policy on Walking at Commencement with input from Donna Knudsen and Linda Crossman. Please send your thoughts and revisions to Mark by email (see draft attached).
  - c. There was a discussion about the need for wait lists for FTICs in the fall. Banner does have that functionality and Linda Crossman can help set it up.
6. Adjournment – meeting adjourned at 11:45 am

Minutes respectfully submitted by Therese Wisoff

Archive of meeting minutes available

at: <http://dspace.nelson.usf.edu:8080/xmlui/handle/10806/11878>

