

2-2-2019

College of Arts & Sciences Department Chair Meeting : 2019 : 02 : 12

University of South Florida St. Petersburg. College of Arts & Sciences.

Follow this and additional works at: https://digital.usfsp.edu/coas_dept_chairs_meetings

Recommended Citation

University of South Florida St. Petersburg. College of Arts & Sciences., "College of Arts & Sciences Department Chair Meeting : 2019 : 02 : 12" (2019). *College of Arts and Sciences: Department Chairs Meetings*. 4.
https://digital.usfsp.edu/coas_dept_chairs_meetings/4

This Other is brought to you for free and open access by the College of Arts and Sciences (COAS) at Digital USFSP. It has been accepted for inclusion in College of Arts and Sciences: Department Chairs Meetings by an authorized administrator of Digital USFSP.

CAS CHAIRS MEETING

February 12, 2019

In attendance: Magali Michael, Tiffany Chenneville, Michael Francis, Joan Reid, Melanie Riedinger-Whitmore, Lisa Starks, Mark Walters, Susan Toler, Monica Ancu, Bridget Nickens (minutes)

- **Updates**

- Budget: no updates
- Office Staff: awaiting final approval to hire a new Internship Coordinator
- Schedule
 - * All summer 2019 Staffing must be complete by March 1.
 - * Reminder: adjuncts should be hired to teach no more than 6 to 8 credits.
 - * USF plans to revamp summer sessions have been delayed until at least 2021.
 - * Thank you to everyone for working with Martin Seggelke on building the CAS base schedule for fall semester. Starting in early March, work will begin on the spring schedule.
 - * Chairs and faculty need to check for discrepancies in OASIS on an ongoing basis to decrease the number of last-minute changes.

- **Consolidation**

- USF System Deans Council Meeting (Jan. 28)
 - * Two subcommittees of the USF system BOT met today in Tampa for a presentation of the Task Force's findings and recommendations. President Genshaft then presented the forthcoming timeline. The next full BOT Meeting is scheduled for March 5.
 - * Some of the trustees went on record supporting the "branch campus" proposal and the advice that the USFSP and USFSM Chancellors should have control of their campuses. However, the Task Force recommendation may not be exactly the structure that USF Tampa envisioned.
 - * The collated Consolidation Cluster report was not mentioned.
 - * Magali Michael and USF Tampa CAS Dean Eric Eisenberg are going to submit a proposal for the post-consolidation structure of arts and sciences across the three campuses.
- USFSP has received approval to hire a Regional Vice Chancellor of Academic Affairs. Most agreed that the USFSP college deans should be included on the committee if it is reconstituted.

- **Outstanding Graduate Nominations**
 - CAS, COE and KTCOB were asked to put forth the names of five students each as nominees for the end-of-semester award. This request came less than a week before the due date. Magali Michael will ask the Dean's Council for a better system for these award nominations so that the college has time to institute a better selection process. In addition to looking for graduating seniors with a high GPA, the committee determining the award(s) takes into consideration extra-curricular activities and community service, which is hard to do without a student's resume.
 - The chairs discussed the students nominated by the various programs and selected the following five CAS students: Alyssa Harmon (English), Rachel Delorenzo (Psychology), Diana Stancic (Biology), Mary Winemiller (Biology) and Lukas Desjardins (Anthropology).

- **Student Workers/Graders for Undergraduate Courses with at Least 56 Students**
 - Student workers/graders are paid by the university for the specific class assigned (initially CAS pays these workers/graders, but CAS is subsequently reimbursed).
 - A conversation ensued about the details of student workers/graders and how they are assigned. Magali Michael will follow up to answer questions [a follow up email was sent out later in the day, making clear that student workers/graders should be hired the week before classes start but that the hiring can continue into the drop/add period if a class adds students to meet the required enrollment of 56 students.

- **Strengthening CAS Initiatives**
 - While consolidation has been a distraction, the CAS and USFSP needs to be thinking about how they can move forward to build on existing strengths.
 - Magali Michael asked Chairs to talk with faculty about various ways CAS can further strengthen and invigorate its small liberal arts college atmosphere. Start with looking at what other well-respected small liberal arts colleges are doing.
 - For example, programs should integrate study abroad opportunities into their majors. We need to show students that study abroad is achievable within the four-year plan and promote ways of doing so in any materials we distribute and on our web site. We also need to create scholarships for study abroad.
 - Another way we can help students is by promoting various types of internship, including the ones offered by the Washington Center. Once we have our new Internship Coordinator, we can recommend offering workshops to help prepare students for the types of interviews they might have for those internships and panels in which CAS graduates talk with students about their internships and how it helped them land a job after graduation.

- **Other Business**
 - Bridget will reach out to the Marketing & Communications Department at USFSP to determine the best way to disseminate information to CAS and other students, since the Calendar plan for campus events seems to be in limbo.
 - Bridget will ask Mara at Follett's bookstore about giving book order access to the Department Chairs and Program Chairs to keep track of summer and fall book orders.