

9-17-2014

Deans' Council Meeting : 2014 : 09 : 17 : Minutes

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Meeting, Deans and Associate Deans

September 17, 2014

Minutes

Present: Frank Biafora, Bill Heller, Carol Hixson, Olivia Hodges, Gary Patterson, Han Reichgelt, Bob Thompson, Alison Watkins

Guests: Susan Ballinger, Linda Crossman

Regrets: Susan Toler

Notes: Amy Harcar

1 Welcome

Han opened the meeting and welcomed guests Linda Crossman and Susan Ballinger.

2 Class Meeting Times

Linda and Susan led a conversation regarding class meeting patterns. They shared a handout of our current schedule and an example of Tampa's schedule along with the BOG definitions of a semester, etc. Linda and Sue reported that there were challenges regarding walking distance between classes, especially for CAS and that this problem is likely to be exacerbated once the building is complete for the Kate Tiedemann College of Business.

After some discussion, the meeting decided to drop five minutes from the end of class time slots, effective fall of 2015. However, we will retain the 5 to 6 dinner hour to ensure that we have a smooth transition between day and evening students, and graduate classes will continue to have priority evening times.

Bob Thompson alerted the group to the practice of including breaks in the scheduled meeting times for summer classes may be detrimental to our summer enrollments. The summer schedule for USFSP classes makes it appear as if our classes meet 80 minutes a week more than USFSM's and 40 minutes more a week than USF Tampa's. The meeting decided to take out the scheduled breaks. Depending on how much scheduling has already been done, this could take effect in Summer 15 or Summer 16. Linda will send out the updated schedule patterns and Sue will send out the timelines.

Action: Linda, Sue

3 Minutes September 10

Approved

4 Reports

Han reported the following items from the senior leadership meeting

- The Campus Board Meeting has been moved from October 7th to October 14th to coincide with the ground breaking for the Kate Tiedemann College of Business Building.
- Joe Trubacz has negotiated a discount for faculty and staff for membership at the Wellness Center. The rate will be 50% of what it previously was, effective January 2015. The discount will not apply for family. Payroll deduction is available for the membership fee.
- Denelta Adderley Henry is taking over as the chair of the Wellness Committee and has asked for recommendations of faculty and staff to serve on the committee. Please send recommendations directly to Denelta.
- On November 15, USF is participating in the American Heart Association Heart Walk. AHA has given over half a million dollars to USFSP and several million to USF Tampa. USFSP has a goal to raise \$10,000. We will find out more information about who has received AHA grants and share it. We will consider an Academic Affairs Team.

There were the following additional reports

- The Student Affairs External Review will be shared with Julie Wong later today and on Thursday with the rest of the leadership team, faculty and student affairs staff.
- The data is almost complete for David Everingham and Joe Trubacz to disburse the summer school funds.
- Frank shared a new initiative from USF World which includes faculty funds available to build international university partnerships. Han will follow up with USF World for more information about how decisions are made.

Action: Han

- Han has been asked to complete a report for the BOG regarding specialized accreditation. Dates of upcoming re-accreditation are as follows:

AACSB - Jan. 2017

NCATE - Fall 2014

Journalism - May 2016

There are no plans at this time to seek accreditation for graphic design. Alison will investigate the potential for ABET accreditation for the BA/BS program in Information Systems and Decision Sciences

Action: Alison

5 Success Stories

- a Library: Seventy-six percent of tenure track faculty have established digital portfolios in the archive. Other libraries that report on this measure typically have a faculty engagement of less than 10%.
- b College of Education: Eight students will be presenting at the State Conference. Five graduates have been appointed assistant principals and two have been appointed principals in Pinellas County Schools. Olivia will research the total number of positions.

Action: Olivia

- c College of Arts and Sciences: Tony Silvia will be signing his new book at 4 p.m. today and there was a successful event for the debut of Lisa Stark's book last week. At noon today, Student

Karlana Morgan is presenting her award winning research in the Library Student Research Colloquium. Jamie McHale has published another article in the Journal of Family Mental Health and Deby Cassill and a student have published their research on sea turtle nesting.

- d College of Arts and Sciences and Kate Tiedemann College of Business: Frank, Alison and Gary met with the Tampa Bay Technology Forum for a dialogue regarding hiring and graduates. They have been invited to a breakfast to discuss the issue with the business community. One of the issues that they want to bring to the attention of the business community is BOG performance metric involving the number of students graduating without excess hours. Many business leaders would actually like to encourage students to take a few more courses so that they better meet the needs of employers.
- e Kate Tiedemann College of Business: Monday night's event on biometrics was a success. The Saturday MBA Open House had a good turnout.

6 Matters arising

a BOT Program Reviews

Steve Richarde is coming over soon to talk about college rankings and Han will add this to the discussion.

Action: Han

b FL Center for Cybersecurity

This meeting is being rescheduled because of a conflict with the Strategic Plan Consultant visit to campus. Amy will reschedule.

Action: Amy

c FAIR

Susan is working with Tampa to resolve any short-term issues and provide more extensive training. Han reported that since some of the data for performance based funding metrics are pulled directly from FAIR, training and certifying FAIR administrators have become more critical.

d Retreat on Graduate Studies

Documents have been sent by email from Han and Donna Knudsen. Retreat is this Friday.

e Timeline for course approval

Han is meeting with Linda Crossman and Cyndie Collins to discuss the topic this afternoon. He will report back.

Action: Han

f Sabbatical reports

Han said he had not found any policies regarding sabbatical reports. The meeting decided that, as long as the sabbatical activity is of value to the institution, it does not necessarily have to relate directly to the plan laid out in the application for the sabbatical. The matter was deemed closed.

g Multicultural Center

Carol is meeting with an interested faculty member and will report when there is progress on the proposal.

Action: Carol

h Undergraduate degree in Data Analytics

With input from the deans, Han has established small committee consisting of John Gum, Steve Lang, Mark Pezzo, and Alison Watkins, to start initial discussions on this program. Amy will schedule the initial meeting.

Action: Amy

i USF System STEM Initiative

Han hosted a discussion for interested faculty last week. It was decided that Barnali Dixon will attend the first meeting and Melanie Riedinger-Whitmore will attend the second until a more permanent member is identified. Deby Cassill and Henry Alegria have expressed interest. Frank will assist with recommendations.

Action: Frank, Han

7 New Business

a Sustainability Working Group

Han met with the Sustainability Group and they requested permission from the Deans to hold a town hall meeting to discuss the possibilities of a certificate, minor, and/or major (grad or undergrad). Deans agreed to proceed with a town hall meeting. Amy will assist in scheduling.

Action: Amy

8 Other Business

a Sponsored Research

Bill expressed concern with the new waiver of rights that has to be signed for sponsored research. Han will look at policies and Bill will share the form. Han will also find out who our IRB liaison is and more information about how the overhead is calculated/distributed.

Action: Han

9 Adjournment and Date of Next Meeting

The meeting adjourned at 11:40 a.m. There is no Deans' Council next week. Instead, there will be a management team meeting from 8:30 to 11 a.m. to discuss strategic plan implementation. The next Deans' Council meeting will be October 1.