11-19-2014


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Meeting, Deans and Associate Deans
November 19, 2014
Minutes

Present: Frank Biafora, Bill Heller, Carol Hixson, Olivia Hodges, Gary Patterson, Han Reichgelt, Bob Thompson, Susan Toler, Alison Watkins, Kathy Agne
Guest: Chris Ballestra, Director, St. Petersburg City Development Administration

1. Welcome
Han opened the meeting at 10:30 and welcomed all present. He extended a special welcome to Susan Toler and Kathy Agne.

2. Minutes of October 29
Minutes were approved.

3. Reports
Han noted that during the Senior Leadership discussed 2015 FTIC enrollment targets. Students who have been offered admission for fall 2015 offers have and average 3.99 GPA and 1182 SAT. Han also said that he was starting to analyze available data for the 2013 cohort for retention purposes. As soon as he has been able to do so, he will share his findings with this meeting.

Action: Han

4. Success Stories
• Kate Tiedemann College of Business
  Gary reported that the MAcc had finally been added to the SUS degree inventory for USF St Pete, and that Daniel Scott was leaving USF St Pete to take on a position as CEO of TBTF (Tampa Bay Technical Forum).
• College of Arts and Science
  Frank Biafora reported the following success stories:
  • Heather Judkins received a $420,000 grant;
  • 2 faculty members in history, Dr Minoff and Dr Heinsen-Roach, had received awards for their dissertations;
  • Deby Cassill’s research had been aired on WUSF radio
  • ESPG hosted a successful GIS day
  • Tom Hallock’s field trip to Palatka, FL had made the local newspaper
  • Jill McCracken has been added to the Fulbright roster
• College of Education
  Bill reported that the undergraduate degree in education was ranked as the 12th best online program by Affordable Colleges Online. Bill Heller also suggested a demonstration of DataFolio system, which COE used heavily in its assessment and continuous improvement processes.

• Nelson Poynter Memorial Library
  - The USFSP Student Research Colloquium is being held on Nov. 19 in the USFSP Poynter Library with topics Looting on the Digital Sea: An Economic Analysis of Music Piracy and Marketing the Saturday Morning Market
  - On November 18, the Library hosted its first Living Library Event where a dozen people from the university and the local community offered themselves up for extended conversations as “Living Books”. Approximately 65 students took part in the four sets of conversation from 9 to 11. Dr. Vikki Gaskin-Butler led participants in a discussion of what they learned from the conversations at a Mediterranean Luncheon that followed the morning’s discussion. The final event of the day was a dance demonstration of Bollywood Dancing.

5. Matters arising
   a. There was no progress to report on the Online Student Portal
      Action: Carol
   b. Florida Humanities Council
      Frank reported that he was in discussion with FHC about a possible summer program for high school students. He will report progress at the next meeting.
      Action: Frank
   c. Han reported that he had not yet reported the new IR director on Harbor Notes. He would do so shortly.
      Action: Han
   d. The Accountability Report is in progress. Han said he appreciated the comments he had received in particular on the narrative in the report. Han will keep the meeting apprised of the report.
      Action: Han
   e. October Success Stores has all appeared on blog
   f. Florida Center for Cybersecurity
Han reported that about half a dozen faculty members had met with Sri Sridaran on November 12. It had become apparent at the meeting that the USF St Pete contribution to the Center will primarily concern the human aspects of cybersecurity, rather than the technological aspects. Han will set up a follow-up meeting with the attendees at the meeting.

**Action:** Han

**g.** Susan reported that FAIR is being redesigned. Once completed, FAIR liaisons will be trained. Han asked Susan to report any progress to this meeting.

**Action:** Susan

**h.** Kathy is establishing a CAS Graduate Programs meeting.

**Action:** Kathy

**Meeting suspended** to introduce Chris Ballestra, Director, St. Petersburg City Development Administration. Chris asked for the help of USFSP to obtain community input in the redesign of the Pier. The city would like to have a non-binding poll shortly after the 8 designed are presented by the mayor on December 15. The poll will ask voters to select their top 3 favorites. All residents of age 18 and up will be targeted. Funding is available from the city to assist in this poll. A number of suggestions were made, including:

- Partnering with public libraries and recreations centers, where computers are accessible;
- Partnering with local churches
- Use of SurveyMonkey
- Ensuring that residents can use their smart phones to vote

Han will help determine what can be done, and will meet in December with Chris once a decision is made.

**Action:** Han

**i.** Timeline for courses approval. Han said he is attending Graduate Council but has not yet attended undergraduate council meetings. He will follow up with Deanna Michael.

**Action:** Han

**j.** Han reported that he had met with Alison Watkins, Mark Pezzo, John Gum, Steve Lang to start a conversation on a possible undergraduate degree in data analytics. Steve had promised to send links to similar programs he had identified, whereas Han had reached out to Pat Gehant of the Tampa Bay Technology Forum to be introduced to potential employers to graduates from this program. Han will report on progress next meeting.

**Action:** Han

**k.** Sustainability Workgroup. Han had received the notes of the meeting but had not had the chance to work on them. He will do so shortly and share the notes with the meeting.

**Action:** Han

**l.** Sponsored Research. Han had determined that there is a system-wide IP policy at [http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-0-300.pdf](http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-0-300.pdf)

**m.** GPA Outstanding Student Award. Han thanked the deans for their nominations, and reported that Senate had made its selection.

**n.** Process for Program Approval. Han reported that he is working with USF System people to formulate a clear policy on the level of consultation required for programs that could
be seen as duplicative. As soon as he has made significant progress, he will report to the meeting.

**Action: Han**

**o.** For credit recreation courses. Han will follow up with Senate.

**Action: Han**

**p.** Next retreat. It had become clear that the implementation of the USF St Pete strategic plan requires academic affairs to formulate its own strategic plan. The meeting therefore agreed that this should be the focus of our next retreat. Han said he would work with Sophia on a set of questions to be addressed in academic plan. He also said that he would like the plan to be ready by mid Spring semester. Han will prepare the set of questions and circulate it to the deans.

**Action: Han**

**q.** Request to conduct survey. See above.

6. **Other Business**

a. **Budget requests.** Han handed out a new faculty request form and asked the deans of comment on this. Tammy had sent out non-recurring budget requests.

**Action: All**

7. **Adjournment and date of next meeting**

   The meeting adjourned at 12:15. Next scheduled meeting will be Wednesday, December 3, 2014.