

1-27-2016

## Deans' Council Meeting : 2016 : 01 : 27 : Minutes

University of South Florida St. Petersburg. Office of the Regional Vice Chancellor for Academic Affairs.

Follow this and additional works at: [http://digital.usfsp.edu/deans\\_council](http://digital.usfsp.edu/deans_council)

---

### Recommended Citation

University of South Florida St. Petersburg. Office of the Regional Vice Chancellor for Academic Affairs., "Deans' Council Meeting : 2016 : 01 : 27 : Minutes" (2016). *Deans' Council*. 27.  
[http://digital.usfsp.edu/deans\\_council/27](http://digital.usfsp.edu/deans_council/27)

This Other is brought to you for free and open access by the Office of the Regional Vice Chancellor for Academic Affairs at Digital USFSP. It has been accepted for inclusion in Deans' Council by an authorized administrator of Digital USFSP.



## Meeting, Deans and Associate Deans

Jan 27, 2016, 11:00 am

BAY 205

Minutes

**Present:** Mark Durand, Deb Henry, Bill Heller, Gary Patterson, Susan Toler, Eric Douthirt, Jeff Cornelius, Therese Wisoff (notes)

**Not Present:** Olivia Hodges, Bob Thompson

1. Welcome

Mark welcomed everyone to the meeting, which started promptly at 11:00 am.

2. Minutes of January 20, 2015

Approved.

3. Old Business

**Mark**

a. Online Student Portal

A meeting between members of OLITS and members of the Communications department took place last week to discuss the multiple web projects planned for USFSP, including the Online Student Web Portal. Participants were Casey Frechette, Berrie Watson, David Brodosi, Jessica Blais, Patrick Baxter, Sharon Austin, and Deborah Henry. Casey Frechette presented a demo of the online student web portal prototype to the group. One goal of having a separate web portal for Online/Distance Learning is to provide clear information and support to students who are interested in taking online classes. Casey would be happy to give the demo at the Deans Meeting in the near future.

b. FAIR & Faculty Data Project

**Susan**

No report.

c. Academic Plan

**Mark**

A reminder to nominate forward thinking colleagues who would be willing to serve on an initial academic plan work group that could provide valuable ideas, collect data to support those ideas, and examine questions such as "What are trends in the workforce?".

d. Strategic Enrollment Plan (SEM)

**Mark**

The group has not met since the last Dean's meeting. It was discovered that full-time FTICs from 2014 who returned to USFSP as part-time students in Fall 2015 are not counted as retained. However, student credit hours are up from last year. The enrollment trend for most institutions is tied to the economy. When job market is good, enrollment tends to decrease and vice versa.

- e. Tenure and Promotion Guidelines **Mark**  
Mark is now reviewing the report and will recommend to the Faculty Senate that the required number of external letters be increased from three to four.
- f. Mini Courses **Mark**  
No report
- g. SACS **Mark**  
Nothing new to report since last week.
- h. Classroom Updates **Mark**  
Since the furniture will not be delivered for several weeks, it is recommended that Student/faculty surveys should be given at the end of the semester.
- i. Minority Post-Doctoral Fellowship Program **Mark**  
Mark will lead the Minority Post-Doctoral Fellowship Program.  
He will consult with CADIC. Dr. Lisa Jones may be able to help.
- j. College Scheduler Update **Mark**  
USF Tampa is now interested in using College Scheduler. If Tampa decides to purchase the software, there will no longer be a technical issue with Banner, and the price will be less expensive for all three institutions.
- k. USFS System Banner Task Force – Prerequisite Review **Mark**  
Mark received the course lists. Dr. Genshaft will be contacting the common course numbering system to request separate course numbers. IT will then check Banner for any technical issues.
- l. Search Updates **Olivia/Mark**  
KTCOB Dean: Airport Interviews are being held this weekend for 11 candidates.  
RVCAA: There are 30 applicants, with a diverse pool so far.  
Library Dean: Interviews are complete; reference checks are next; final review next week.
- m. Declaration of Majors Events **Mark**  
CAS is hoping to create some kind of event in February.  
The registrar can provide email contacts for the undeclared majors.
- n. Budget Call 2016-2017 **Mark**  
All the budget requests are in; Mark will review them with Tammy next week.
- o. Spring Faculty Meeting **Mark**  
Friday, January 22, 2016. Please encourage faculty to attend.
- 4. New Business **Mark**  
Mark Durand discussed the USFSP Mid-Tenure review process. It was noted that in past years, the USFSP Tenure and Promotion Committee has reviewed Mid-Tenure applications before they were forwarded to the Vice Chancellor of Academic Affairs.

Because there is no language in the policy or guidelines about a requirement for a review by the USFSP Campus Tenure and Promotion Committee, Mark has made the following recommendation:

Mid-Tenure Review applications will **not** be reviewed by the USFSP Campus Tenure and Promotion Committee.

After applications are evaluated by the college dean, they will be forwarded to the Vice Chancellor of Academic Affairs. The Mid-Tenure Review Schedule will be amended accordingly.

5. Adjournment

Meeting adjourned at 11:40 am and the date of next meeting is February 3, 2015

Minutes respectfully submitted by Therese Wisoff

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

