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Deans' Council Meeting : 2015 : 07 : 08 : Minutes

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

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Meeting, Deans and Associate Deans
July 8, 2015
Minutes

Present: Frank Biafora, Eric Douthirt, Mark Durand, Bill Heller, Bob Thompson, Deborah Henry, Therese Wisoff (notes)
Absent: Gary Patterson, Susan Toler, Olivia Hodges

1. Welcome
   Mark opened the meeting at 11:30 and welcomed all present.

2. Minutes of June 24, 2015
   Approved.

3. Success Stories
   COE
   Students in the minor who are enrolled in the summer Differentiate Reading Instruction course are spending their summer collaborating with Campbell Park Elementary School.

   The collaboration allows education students to obtain first-hand experiences with applying literacy strategies and assessments with Campbell Park’s 4th grade class. This type of university-school partnership benefits both college students and the intermediate elementary students.

   In addition to applying strategies and assessments, the students from Campbell Park had the opportunity to come to the USFSP campus and explore collegial life and work one on one with a college student.

   CAS
   Professor Donny Smoak spent three weeks this summer in China at Shenyang Agricultural University as part of a Fulbright award. He gave a short course on climate titled “Earth’s Energy Balance and Climate”. He also presented a lecture on coastal wetlands to a group of approximately 200 faculty, students and administrators. Prior to his lecture Dr. Smoak was presented with a certificate by the Dean of the College of Water Resources declaring Dr. Smoak an Honorary Professor of Shenyang Agricultural University. Dr. Smoak is the first foreigner to receive such an honor.
COE

Graduate Students Erin Senior and Christopher Church, from our Educational Leadership Graduate Program helped develop the Summer Slide program at Fox Hollow Elementary, Pasco County Schools. The Summer Slide Program was recognized in the Tampa Bay Times. The program allows students who do not qualify for remedial summer school to still practice their reading with educators, who are volunteering their Tuesdays. The link is provided below to the article. Please let me know if you have any questions


4. Standing Items
   a. Online Student Portal
      An offer has been extended to the top candidate. No word yet on acceptance.

   b. FAIR and BANNER (also includes Faculty Data Project)
      No report.

   c. USF System Task Force
      No report.

   d. USFSP Strategic Planning
      No report.

5. Matters Arising
   a. Adjunct training modules
      No report.

   b. Persistent Improvement Plan Task Force
      Mark reported that the Regional Chancellor contacted colleagues at the Penn State System (who uses the College Scheduler product) and they said students love the program. USFSP has the funds to purchase the system and may share with Sarasota Manatee.

      Action: Mark

   c. Accountability Website
      No report.

   d. ProctorU – Academic Dishonesty in Online Courses
      No report.

   e. Open Educational Resources
      No report.

   f. Tenure & Promotion Process
      No report.
g. Tenure & Promotion Guidelines
   No report.

h. Student Centered Scheduling
   No report.

i. Mini-Courses
   No report.

j. Summer/Fall Retention
   No report

k. Convocation
   No report.

l. First Year Experience/Peer Mentoring Models
   No report.

   Action: Susan

m. Library Deans Search
   Mark reported that Olivia Hodges will Chair the Library Dean Search Committee.

6. Standing Items

   a. Syllabi in Digital Archives
      The library’s digital archive was discussed as a repository for collecting syllabi. They are requesting input on how the syllabi should be grouped/organized for better access and meaningful search functionality.

      Action: Deb

   b. SACS follow-up
      Mark met briefly with Kathleen Moore last week. Kathleen is retired from USF and has previously served as USF’s SACS Liaison Officer. Mark will meet with her again later this month to discuss the possibility of her coming to USFSP to help us prepare for the next SACS visit.

      Action: Mark

   c. Google Drive for T & P Materials
      One of the T & P candidates from The Kate Tiedemann College of Business uploaded materials for the external review to a password protected Google drive instead of the Library Archive website. The materials contained many sub folders, which is problematic for the Library Archive website. Mark has approved Google drive as a secure alternative option for sharing information with external reviewers.

      Action: Mark
d. Adjuncts creating DL classes
   More meetings are planned to discuss and establish guidelines for non-tenured/tenure track
   faculty members who create and teach on-line courses, including the approval process
   (Chair/Dean must sign off) and USFSP proprietorship of the course itself.
   Action: Mark

e. Meeting with Trustees
   This week, Mark will be meeting with Trustee Levy to share information about USFSP and its
   separate accreditation and identity.
   Action: Mark

f. Classroom updates with Davis and Coquina Halls
   Susan Toler, Sue Ballinger, and David Brodosi, are working on getting an estimate from the
   Steelcase furniture company. Mark passed out an article about the benefits of the Node Chair –
   sold by Steelcase furniture, which is a classroom chair on wheels with a wider desk surface, and
   an under-desk storage component; this could be the most flexible option for multi functioning
   classrooms. More evaluation of particular needs of each classroom will be discussed to determine
   which rooms will require tables, and which could benefit from the Node Chairs. David Brodosi
   will also analyze the tech needs for the classrooms, and make recommendations for changes and
   upgrades. Tech fees will provide funding for that part of the project.
   Action: Susan

g. Diversity Hiring
   a. Target of Opportunity
      There was discussion about the possibility a competition among the colleges to bring
      a minority instructor to USFSP to teach a new course.
   b. Post-Doc Hires
      Both Mark and Bill commented that this is a successful strategy for creating a
      pipeline of minority recruits.

h. Search Committees
   Norine Noonan will serve as Chair of the KTCOB Dean’s Search.
   The RCVAA of Student Affairs search will begin soon.
   Action: Mark

i. Proposed Center for Innovation in Teaching and Learning
   Mark just learned that the State has awarded USFSP approximately $240,000 recurring (for
   flexible use). Mark proposed that the funds be used to help create a Center for Innovation in
   Teaching and Learning at USFSP, with a goal of hiring a world class director next year. Related
   to this news: David Brodosi is planning a public event on Innovation in Teaching and Learning
   for this Fall. The event will feature a world class speaker.
   Action: Mark

7. Adjournment and date of next meeting
   The meeting adjourned at 12:14 pm and the next deans meeting will take place on Wednesday,
   July 15, at 11:00 am. Tuck will be joining us.

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