

3-23-2016

## Deans' Council Meeting : 2016 : 03 : 23 : Minutes

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### Recommended Citation

University of South Florida St. Petersburg. Office of the Regional Vice Chancellor for Academic Affairs., "Deans' Council Meeting : 2016 : 03 : 23 : Minutes" (2016). *Deans' Council*. 46.  
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## Meeting, Deans and Associate Deans

March 23, 2016, 11:00 am

BAY 220

Minutes

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

**Not Present:** Bob Thompson

1. Welcome

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

2. Minutes of March 9, 2016

Approved.

3. Old Business

**Mark**

a. Academic Plan  
No report.

b. Strategic Enrollment Management Group (SEM)  
No report.

**Mark**

c. Tenure and Promotion Guidelines

**Tabled**

d. Mini Courses

**Tabled**

e. Performance Based Funding

**Mark**

USF is in 4<sup>th</sup> place. Mark will send the report.

f. SACS

**Mark**

Dr. Kathleen Moore is forming an Institutional Effectiveness committee.

g. Summer Teaching Assignments

**Mark**

Follow-up discussion on the memo from Kofi Glover on Summer 2016 Courses.

- Student-centered course scheduling vs. faculty interests
- CBA rules on summer course assignments
- Course schedule planning
- Low enrolled summer courses and targeted penalties for decreased revenue.

- Follow-up: Mark will send a document that outlines the concept of student-centered scheduling, the current summer school policy and the addendum for addressing low enrolled course offerings.
- h. CITL (Center for Innovation in Teaching and Learning) **Mark**  
The committee met and will meet again on April 17. Three subgroups were formed:  
Director (Deb Henry and Morgan Gresham)  
Mission (Ann Marie Gunn and Olivia Hodges)  
Research (Nikki Stowell and Scott Burghart)
  - i. Minority Post-Doctoral Fellowship Program **Mark**  
CADIC is interested in helping vet the proposals and applications. Mark will meet with Anita and schedule some time for Dr. Lisa Jones to give training sessions.
  - j. College Scheduler Update **Mark**  
No report.
  - k. USFS System Banner Task Force – Prerequisite Review **Mark**  
No report.
  - l. Smart Catalog IQ **Mark**  
Several staff members participated at a webinar on March 16. Mark will ask the IT department to evaluate the software and ask for a recommendation to move forward with the purchase.
  - m. Search Updates **Olivia/Gary/Mark**
    - RVCAA –Ten(10) applicants were selected for the April 1-2 airport interviews.
    - RCVSA – Skype interviews are complete. Campus interviews will be in March.
    - OLITS - Director of Institutional Effectiveness –Dr. Moore is reviewing applications.
  - n. Declaration of Majors Events **Mark**
    - COE’s event will take place April 1.
  - o. FUSE Program **Susan**  
Four Templates in CAS and one in KTCOB are complete. On April 5, there will be a meeting with SPC Provosts to finalize the agreement.
  - p. FAIR **Susan**  
There is a new Director: Michael Wrona, in ODS. Bi-Annual Meeting is April 21.
  - q. Budget Call 2016-2017 **Mark**  
Mark is prioritizing the budget requests.
4. New Business
    - a. Town Hall – Research meeting is this Friday, March 25 11:30 am – 1:00 pm w/lunch. **Mark**  
Bill Carlson will be moderating. Drs. Ed Funai and Sudeep Sakar are co-chairs of the USF System Research Strategic Planning Committee (Mark is a member).
    - b. Two African American faculty and Two Hispanic faculty were hired in the CAS.
  5. Adjournment  
Meeting adjourned at 12:00 pm and the date of next meeting is March 30, 2016

Minutes respectfully submitted by Therese Wisoff  
Archive of meeting minutes available  
at: <http://dspace.nelson.usf.edu/xmlui/handle/10806/11878>