12-14-2016

Deans' Council Meeting : 2016 : 12 : 14 : Minutes

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

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Deans Council Meeting
December 14, 2016
11:00 am – 12:30 pm
MINUTES

Present: Martin Tadlock, Sridhar Sundaram, Gary Patterson, Dan Marlin, Frank Biafora, Susan Toler, Scott Burghart, Bill Heller, Olivia Hodges, Cathi Cardwell, Linda Crossman (Guest), Therese Wisoff (notes)

1. Welcome:
Martin welcomed our guest, Linda Crossman, Director of Records and Registration

2. Minutes:
Approved.

3. Standing Items: Martin Tadlock
   a. Minority Post-Doc Fellowship Program:
      Martin will be sending the faculty an email requesting help to recruit candidates.

   b. Center for Innovation in Teaching and Learning (CITL):
      The executive committee has been working on the plan to design a student tech center in the library.

   c. College Scheduler Update:
      Due to technical issues with the single sign-on function, the platform will not be ready to launch until January or February 2017.

   d. Performance Based Funding Accountability
      Martin shared a copy of the latest USF System PBF report. The SEM Team will meet tomorrow for a retreat to focus on key tactics which USFSP can adopt to have a high impact on Retention and Graduation metrics. More details will be shared in January.

   e. Searches:
      - COE Dean: on schedule for a review of the candidate pool in mid-January.
      - RVC of Advancement: Sridhar Sundaram is the chair of the search committee. The search firm has reported there is a good pool of candidates. The 1st round of discussions will be in January; airport interviews are slated for February, and campus interviews for finalists are planned for early March.
4. Old Business/Tabled Items: Martin Tadlock

a. Mid-term Grade Submission
   Martin will be talking to someone in Tampa this week.

b. TAs Hiring Criteria
   For UG online courses, faculty can hire 1 TA per 56 students;
   for Grad courses, 1 TA per 26 students. Also discussed:
   • Hourly rate vs. flat rate
   • TAs vs adjuncts?
   • Distinction between TA and instructional assistant must be clear for SACS

c. Future Sabbatical presentation events
   The Deans agreed that a social event at Poynter’s Corner would be a venue for faculty to
   share highlights from their sabbaticals. Cathi and her staff will work on arrangements
   for the 1st one this spring.

d. Statement on Scholarship and Scholarly Works
   Martin requested that the Deans study the revised version and provide feedback via email,
   especially regarding clear definitions for Research and for Scholarship. Martin will consult
   the IRB site. Discussion notes:
   • Three classifications of faculty: Research Faculty, Scholarly Faculty, and Instructors
   • The current standard 2-2 load is not sustainable
   • The workload model may need to change to find resources to support research adequately
     This includes hiring administrative and post-grant staff
   • Once vetted, this statement will be included in the MAP

e. Exit Courses
   Not discussed.

f. FCOE Compliance
   Martin emailed the Deans the lists; please follow up with anyone in your college who
   Listed as “not compliant”.

g. MAP next steps
   Please send your program summaries to Martin by Friday, Dec. 16.
   MAP Retreat is January 6, 2017 9 am-3 pm. Martin will send an outline of the working
draft before the holiday for your review.

h. Delaware Cost Study
   Joe has approved the purchase. It will be made available in the Spring.

i. NSSE 2016 Frequencies and Statistical Comparisons Report
   Martin will ask Patti to assign someone in Student Affairs to present an executive summary
   of the report at a future meeting of the Joint Council on Academic and Student Affairs. Perhaps
   we can derive three priorities from the data to address.
5. **New Business/Informational Items: Martin Tadlock**

   a. Florida Campus Compact Winter Institute (Feb 8-10)  
      Please identify two faculty from your college that would like to participate, please let Martin know. He will extend an invitation with details.

   b. **Classroom Scheduling Management Plan: Linda Crossman**  
      Linda asked if the colleges would like to take ownership of assigning their own classrooms. After some discussion, the Deans favored the idea. The Deans agreed that the large lecture halls, auditoriums, and computer labs which are used by all colleges could be managed by the university. The new operational change would begin in Spring to schedule classrooms for Summer and Fall. A future meeting to discuss details/logistics will be planned.

      Note: Linda reported that the classroom capacities in the Banner system refer to the fire code, not the desk capacity. Andrew will be doing an audit in early January. For further discussion: clarification of time blocks.

      Colleges should submit narrative updates to 2015’s report to the Chancellor’s Office by Dec. 18.

   d. New Programs approved:  
      UG - Educational Studies  
      UG - Criminology  
      Grad – Environmental Studies

   e. Research Faculty Support  
      Martin met with John Johnson and a few USFSP research faculty this week to listen to their needs for post-grant support, etc.

6. **Decision Items: Martin Tadlock**  
   Classroom Scheduling  
   The Deans agreed to manage their own college’s classroom scheduling.

7. **Adjournment and upcoming meetings/deadlines: Martin Tadlock**  
   Meeting adjourned at 12:31 pm.

The following meetings for January 2017 are:

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<thead>
<tr>
<th>January 5, 2017: USF System PBF Retreat</th>
<th>January 17, 2017: USFSP Campus Board Meeting</th>
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<tbody>
<tr>
<td>1:00-5:00 pm in Harbor Hall</td>
<td>9:00-11:00 am in USC Ballroom 3</td>
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<tr>
<td>9:00 am -3:00 pm in Harbor Hall Comm. Room</td>
<td>11:30 am in LPH</td>
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<tr>
<th>January 13, 2017: Spring Faculty Meeting</th>
<th>January 18, 2017: Deans Council Meeting</th>
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<tbody>
<tr>
<td>9:00-11:30 am in USC Ballrooms 1&amp;2</td>
<td>11:00 am -12:30 pm in BAY 205</td>
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<td>9:00 am in SLC plus Parade at 11:00 Tropicana Field</td>
<td>10:00-11:00 am in Davis 130</td>
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