

Council of Deans
Thursday, August 14, 2008
3:00 p.m. – BAY 220

Minutes

WELCOME AND CALL TO ORDER

Dr. Noonan welcomed the group and called the meeting to order at 3:03 p.m.

Attending were: Kathy Arsenault, Jennifer Baker, Frank Biafora, David Carr, GERALYN Franklin, Ernie Gonzalez, Frank Hohengarten, Donna Knudsen, Deanna Michael, Norine Noonan, Jeff Reisberg, Pat Scott

ACADEMIC AFFAIRS UPDATES

Move-In Friday

Dr. Noonan invited the COD to participate in assisting the residential student with moving in to RHO on August 22. Contact Student Housing if you would like to volunteer – all are welcome.

Space Request Form

Dr. Noonan shared a draft Space Request Form for review and comments. The form was designed to facilitate an organized process for making space requests. Jennifer Baker and Susan Ballinger are also developing an inventory of Academic Affairs space for review.

Hiring Justification Forms

Dr. Noonan shared a draft of a hiring justification form. The form is intended not only to assist in documenting the steps taken to ensure a diverse pool but also to identify on the front end the monetary and space needs associated with each proposed candidate. Dr. Franklin, whose background is in Employment Law, offered to review the document and it was suggested that perhaps Sandi Conway from Human Resources be invited to speak to the group in the future with regard to hiring guidelines.

Assessment Update

Dr. Gonzalez reported that the Institutional Effectiveness Committee has met three times. He believes it to be an industrious and committed group. The IE Committee is asking the Colleges to help identify faculty to assist with the “backfill” project. An assessment plan, for review by the General Education Committee, is being developed. Some early analysis has included a review of courses that claim to cover more than one General Education area. Following the SACS consultant suggestion, we will be using the ETS-based survey instrument MAAPS. IE Committee minutes and survey instruments will be posted to the Institutional Effectiveness web site shortly.

CHANCELLOR’S UPDATES

Chancellor White joined the COD and made the following announcements:

The new food service for the campus will be Chick Fil A Express which will open in the Coquina Club after Labor Day.

Chancellor White will be publicly announcing the approval by both the USF General Counsel and the USF Foundation for an agreement for “Harborside,” a living community affiliated with USF St. Petersburg for those interested in lifelong learning. The agreement requires no investment by USF St. Petersburg but has the potential of a \$2M matchable endowment which could be used for scholarships or professorships. The plan calls for a 30-story building which would be available for occupancy in 2011. The announcement will take place on September 12 at the Snell/Williams Courtyard.

NEW BUSINESS

Assessment of Online Courses

Kathy Arsenault presented concerns regarding the low response rate for assessment of online courses and shared a draft instrument proposed by David Brodosi. Jennifer Baker offered to follow up with David Brodosi for further discussion.

St. Petersburg College UPC Seminole Center

Dr. Biafora raised the question of whether or not USF SP wants to continue its contract for offering courses at St. Petersburg College’s UPC Center. Further discussion was tabled until SCH figures for the classes being offered at that location could be reviewed.

AROUND THE TABLE COLLEGE/UNIT UPDATES

College of Education

Early indications are that the NCATE pre-visit is going well. The College has hired Alejandro “Alex” Brice to teach ESOL.

College of Business

Scott Geiger has stepped down from the position of Associate Dean. He will teach and be the College’s point person for accreditation. The College is hiring a new (temporary for 24 months) Director of Development to jumpstart the fundraising effort for a new COB building. The College has hired two new visiting faculty, one each in Economics and Marketing.

Note: Dr. Noonan requested that the Deans send the names of new full-time faculty to her and to Kathy Arsenault.

Faculty Senate

Dr. Carr reported that the Faculty Senate has not yet had its first meeting of the Fall term. Preliminary concerns that he has heard are regarding faculty portfolios but the focus is on SACS.

College of Arts and Sciences

Dr. Biafora announced that the Space Committee agreed to give the space previously occupied by the bookstore to Graphic Design effective January 2009. The new department structure for the College is attached.

Enrollment Services

Dr. Hohengarten shared information regarding recruitment activities and on the high schools where we recruit most of our students. He will send the handout via email as well.

International Affairs and Bishop Ctr for Ethical Leadership

Dr. Ritch reported that USF SP has enrolled 83 non-USA citizens to date compared to a total of 40 last year.

Adjournment

The meeting was adjourned at 4:45 p.m.