

**Council of Deans  
Thursday, September 11, 2008  
3:30 p.m. – BAY 220**

**Minutes**

**WELCOME AND CALL TO ORDER**

Dr. D’Elia presided over the meeting in Dr. Noonan’s absence. Dr. D’Elia welcomed the group and called the meeting to order at 3:30 p.m. Attending were: Kathy Arsenault, Frank Biafora, GERALYN Franklin, Ernie Gonzalez, Frank Hohengarten, Donna Knudsen, Norine Noonan, Jeff Reisberg, Pat Scott

**ACADEMIC AFFAIRS UPDATES**

Dr. Noonan asked the COD to be sure that all Administrative and Professional (A&P) employee evaluations are up to date by the month’s end.

**AROUND THE TABLE COLLEGE/DIVISION UPDATES**

*Institutional Research Update*

Dr. Gonzalez shared a columned spreadsheet that is being used as a tool for the assessment backfill project for general education assessment. Dr. Gonzalez met in meeting with faculty groups across campus to provide an overview and to answer questions. The campus needs to pick up the pace for this project as we are “below the trajectory” of where we should be. The Institutional Effectiveness Committee will provide directives of what is needed to Cyndie Collins to be shared with the General Education Committee. Dean Franklin voiced concerns that there is not enough staffing in the IR area to support this project.

*Faculty Senate*

Faculty Safety

Dr. Carr shared concerns by faculty regarding the process for investigation and follow-up on faculty security concerns. The current process is that immediate threats are reported to campus police and then shared with Student Affairs for investigation. The faculty are requesting that the process be reviewed to ensure a timely status report back to the faculty member. Dr. D’Elia will discuss this concern with Dr. Noonan.

Building Maintenance and Cleanliness

The faculty have voiced concerns over building maintenance (i.e. steps in Davis Hall) and overall cleanliness. It was suggested that those concerns might be better addressed by Dr. Dhingra.

### Final Exam Matrix

Dr. Carr shared some concerns over potential classroom scheduling problems after reviewing the final exam matrix and was encouraged to share those concerns with Jennifer Baker.

### Campus Computing

Jeff Reisberg reported that due to changes in the spam filters, those employees with spadmin email accounts should start receiving fewer spam emails effective 11/8/08.

### Graduate Studies

Graduate Admissions will participate in Eckerd College's Graduate School Fair on September 23<sup>rd</sup>.

### College of Education

The process for offering a Bachelor's of Education has been completed. The August publication of *Teachers College Record* includes a glowing review of Dr. Steve Lang's new book.

### College of Business

The COB has now been approved for Beta Alpha Psi, the honors society for Finance and Information Systems majors.

The COB has initiated a fact-finding project on the feasibility of Sports Management. They have also hired an individual to identify needs for a College fundraising campaign.

### Enrollment Services

On Sunday, September 14<sup>th</sup>, USF SP will host the Pinellas County College Fair. The event will be in the CAC.

The Tampa Tribune recently published a favorable front page profile on USFSP.

There has been a substantial increase in the counties and high schools represented in USFSP's undergraduate enrollment.

### Library

The Library will be sending out an assessment piece (survey) to faculty members and asks the COD to assist in requesting participation.

### Adjournment

The meeting was adjourned at 4:15 p.m.