

**Council of Deans**  
**Thursday, September 25, 2008**  
**3:30 p.m. – BAY 220**

**Minutes**

**WELCOME AND CALL TO ORDER**

Dr. Noonan welcomed the group and called the meeting to order at 3:30 p.m. Attending were: Kathy Arsenault, Frank Biafora, David Carr, Christopher D'Elia, Frank Hohengarten, Donna Knudsen, Norine Noonan, Jeff Reisberg, Pat Scott, James Strachan

**CALL FOR CONGRATULATIONS**

Dr. Noonan asked the COD for positive items to be shared.

COE – Dean Fueyo announced that the Department of Education site team conducted their exit interview yesterday after reviewing the MA program in Elementary Education. The team recommended full approval, congratulated the COE faculty on their cooperative and collegiate spirit and named the program as a model for the State of Florida.

CAS – Dean Biafora announced the formation of a new USFSP Debate Team. The team is directed by Rebecca Johns and Thomas Smith and placed 8<sup>th</sup> out of 48 at its first debate competition. Team member Matt O'Brien placed 5<sup>th</sup> overall.

**ACADEMIC AFFAIRS UPDATES**

*Study Abroad*

Dr. Noonan reminded the group that there is a new form for the approval of Study Abroad opportunities which is due October 17<sup>th</sup>. No approvals will be given for those who have not submitted the proper form (which is available on the International Affairs website).

*Textbook Ordering*

Dr. Noonan had a meeting with the manager of the Barnes and Noble (at USFSP) bookstore. It is time to order textbooks for Spring 2008. Please encourage use of the online electronic format. Dr. Noonan asked the academic deans to communicate the procedures and notification to faculty and appropriate staff

*AP Institute*

USF SP will host an Advanced Placement Summer Teachers Institute this summer. The application was approved by The College Board and will likely offer opportunities in the for our faculty to interact and participate in the future.

*Enrollment Projections*

The 2009-2010 enrollment projections are due to USF Tampa next week. USF SP anticipates a modest growth in FTIC, modest decrease in transfers and graduate new

headcount. Therefore, the enrollment projection results in basically a “flat line” from the current figures.

### **ADJOURNMENT**

The meeting adjourned at 4:20 p.m.

### **AROUND THE TABLE COLLEGE/DIVISION UPDATES**

#### *Enrollment Services*

USF SP will host the high school counselors’ breakfast tomorrow morning in the CAC. Sixty high school counselors are expected to attend.

Tampa undergraduate admissions is increasing its admissions standards. Dr. Hohengarten is recommending that USFSP maintain its current undergraduate admissions standards.

#### *Research*

Pat Scott shared a handout that highlights the first quarter research results. The figures show a marked increase from the first quarter last year for a total of \$1.4 million.

#### *Faculty Senate*

The Senate rescinded the decision that USF SP adopt USF Tampa’s new General Education standards. All Faculty Senate committee rosters have been filled.

#### *Campus Computing*

The USF Computer Store in Tampa is stocking hardware that USF SP uses so that it will be easier for us to order necessary parts using a uniform charge document.

Campus Computing assisted USF Polytechnic with notifying its students of a campus closure using cell phone texting when Polytechnic’s website became overwhelmed with use.

#### *Graduate Studies*

Dr. D’Elia asked the COD to consider what collaborative master’s programs (with other USF campuses) that might be hosted and offered by USF SP.

#### *College of Arts and Sciences*

Dr. Mark Durand has been appointed senior co-editor of the *Journal of Positive Behavioral Interventions* which will be housed at USF SP.

Tomorrow at 10 a.m. Dr. Ray Arsenault will be presenting at the Carter-Woodson African American Museum.

USF SP will be hosting the national Coastal Cities Summit November 17-20. Speakers include deep sea explorer and oceanographer Dr. Robert Ballard (discovered the *HMS*

*Titanic*). For more details, please visit the summit's website:  
<http://www.coastalcities.org>

*Strategic Plan Update*

Dr. Biafora provided an outline of the process going forward.

The subcommittee reports are expected in by next Friday.

The full committee will be meeting the week of October 6<sup>th</sup>.

The 1-, 3- and 5-year objectives will be prioritized so that each strategy will have attached to it 1 or 2 measureable goals.

The plan will then be forwarded to the Executive Team (early November) with a comment period following.

Goal is to start the new calendar year with the new strategic plan.

The COD suggested that the Executive Team be asked to consider the strategic plan relative to a realistic budget before the plan goes back out to the public.