

8-7-2003

Council of Deans Meeting : 2003 : 08 : 07 : Minutes

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Council of Deans
Thursday, August 7, 2003
3:00 p.m. – BAY 220

Minutes

Welcome and Call to Order

Dr. Olson welcomed the group and called the meeting to order at 3:01 p.m.

Attending were: Kathy Arsenault, Jennifer Baker, Mark Durand, Vivian, Fueyo, Ron Hill, Frank Hohengarten, Donna Knudsen, Gary Olson, Jeff Reisberg.

Guest: Patricia Scott

Educational Outreach

Dr. Olson introduced Patricia Scott, Coordinator of Community Partnerships. Ms. Scott was formerly a member of the campus's Advancement Team but now brings her experience in community affairs to the Academic Affairs division. Future plans for expansion in the area of Community Relations include recruitment of a Director of Continuing Education as well as a national search for an Assistant V.P. for Research and Community Partnerships. It is hoped that the expansion in this area will limit USF St. Petersburg's dependence on E&G funding and increase funding through grants and philanthropy.

USF St. Petersburg has revamped an old offering to the community's senior population. The program will be named *Senior Scholars* and will offer similar classes more economically to the participants.

Ms. Scott distributed the university-wide vision of Educational Outreach with ways in which USF St. Petersburg might contribute to that mission. Ways in which the campus can excel in Educational Outreach were discussed. Suggestions included expanding seminars, special events and summer enrichment camps and programs. The Juvenile Welfare Board (JWB) has excellent grant-funded partnership opportunities, particularly for the summer enrichment camps. Frank Hohengarten commented that the summer enrichment camps would be an opportunity to find new ways to bring potential students to campus.

Ms. Scott also distributed a handout outlining the concept of the *Senior Scholars* program. Dr. Olson encouraged the Council of Deans to begin thinking about ways in which USF St. Petersburg can tie its current programs together with the *Senior Scholars* program. There are opportunities for faculty to increase their earnings as well as have interaction with a unique and different type of student.

Ms. Scott offered her assistance to the Council of Deans members in the planning for special events. At the present time, all event coordination should still be initiated through Don McCarty in the Campus Activities Center, but Educational Outreach and Community Relations will be expanding their role in special events in the future. The

Council of Deans is also encouraged to take advantage of Ms. Scott's knowledge of the community and community resources.

North County Update

Dr. Olson, Dr. Hill and Jennifer Baker have recently surveyed the facilities at both Baycare and the University Partnership Center (UPC) located at St. Petersburg College's Seminole campus. While Baycare is sufficient, the consensus is that the University Partnership Center, with its state of the art facilities, is the preferred location for north county classes. The UPC is federally funded and services are offered at no cost to the participating universities. Currently 17 universities take advantage of this opportunity. Recent discussions included moving all the College of Business classes that are currently being offered at St. Petersburg College's Clearwater Campus to the UPC location. Dr. Olson encouraged Drs. Fueyo and Durand to consider possibilities for participation by their colleges. Dr. Hill has plans to take first his management team on a tour of the UPC and then possibly offer a tour to the entire COB faculty.

Currently, faculty from USF Tampa that are teaching classes at USF St. Petersburg are being paid an overload rate. USF Sarasota/Manatee has instituted a new policy to prevent this overload authorization and it may be something that USF St. Petersburg might consider duplicating. This does require authorization through overload forms and the Deans are asked to monitor this practice carefully. In addition, Dr. Olson would like all requests by faculty to teach at other facilities to be requested and authorized through the College Deans.

Budget Updates

Dr. Olson will be attending a meeting tomorrow morning to present the priorities for Academic Affairs staffing and faculty budget needs. A concern continues to be retaining enough reserve funding to cover emergency needs in the event of future budget cuts. Dr. Olson cautions that 2005 will likely be a gloomy budget year as the full impact of the classroom size amendment is realized. The Council of Deans will begin the process of establishing their recruitment plan in October.

College of Arts & Sciences Update – College of Education Update

Drs. Durand and Fueyo reported on a meeting with the St. Petersburg Times regarding a K-5 Journalism program that will fit with the secondary English Education program. The discussion centered on expanding that program to the middle and high school levels. As a side note of that meeting: Dr. Durand commented that the Poynter Institute facility is a technologically advanced facility in a beautiful setting and the campus should look for additional partnership opportunities with that facility.

College of Business Update

In addition to the report above regarding the University Partnership Center, Dr. Hill advised the group that he has a scheduled meeting with President Kuttler of St.

Petersburg College to discuss combining the best of the two institutions' MBA programs to offer a fifth year program.

Enrollment Services Update

Dr. Hohengarten distributed headcount comparisons of previous years from InfoMart. The Council of Deans will need to meet daily the first week of classes to stay informed of enrollment status.

The recruiting CD is progressing well. The goal for completion of the CD is in mid-September.

Library Update

Poynter Library will be closed next week for network and stacked maintenance. The Deans are encouraged to inform their faculty, particularly the new faculty, know they can still call library staff for services needed.

Three classrooms in Davis Hall have been upgraded to include video projectors.

Campus Computing Update

The university-wide telephone directory is being updated. Colleges and Departments are asked to send their updates to Jeff Reisberg by August 15, 2003.

Mr. Reisberg will receive a construction permit tomorrow issued by the City of St. Petersburg that authorizes him to dig the necessary trenches to install the underground fiber optic cable that will power the Bayboro Station computer network.

Approval of July 31, 2003 Minutes

The minutes of the 7/31/03 Council of Deans meeting were approved. The motion was made by Frank Hohengarten and seconded by Vivian Fueyo.

New Business

Members of the Council of Deans are asked to provide any handouts that will be used for the new faculty orientation to Jennifer Baker by noon on Monday.

Reminder: The meeting for all faculty will be held on August 22 beginning at 9 a.m. in the Campus Activities Center.

Dr. Hill requested additional discussion regarding a marketing and promotion budget.

Adjournment

The meeting was adjourned at 4:38 p.m.