

University of South Florida St. Petersburg
Faculty Senate
Meeting Minutes
January 10, 2014
1:30 P.M.
BAY 220

I. Recognition of Members and Alternates: Steve Lang (President), Deanna Michael (Vice President), Chris Davis, Ella Schmidt, Wei Guan, Jamie McHale, Kaya van Beynen (Members)

II. Recognition of Guests: Sophia Wisniewska (Regional Chancellor), Vivian Fueyo (Vice Chancellor), Holly Kickliter (Head of Enrollment & Marketing Services)

III. Approval of Agenda: Unanimously approved

Additions:

IV. Approval of minutes from previous meeting:

- Meeting of October, 2013 unanimously approved

V. Administration Reports:

- Regional Vice-Chancellor for Academic Affairs' Report

Dr. Fueyo thanked the FS members for all of their full participation at the January Faculty meeting.

Academic Program and Policy Coordinating Committee (APPCC) – This committee is responsible to review and clarify curricular pre-proposals, policies, and practices for the USF Systems. At the last APPCC meeting:

- 1) Dr Fueyo recently brought Dr. Kathy Arthur to the APPCC to talk about GE courses and issues. They wanted assurances that GE courses would be determined by USFSP faculty and that there would not be single set of GE courses for the entire USF system.
- 2) Discussion to ensure that USFSP will have access to info on what is going on regarding curricular changes. There is now a clear line of communication from 1) the USF Tampa Registrar's Office, to 2) simultaneously to USFSP The Regional Vice-Chancellor and to the USFSP Registrar Linda Crossman, followed by 3) to the Chairs of the USFSP Undergrad or Grad Councils. This line of communication is for information such as the common course number system, BANNER, and other Registrar issues

New USFSP courses can take a long time for state approval and can be lost in limbo at the state level. Linda Crossman will be developing an inventory of new courses to track where they are and their current state of acceptance.

VI. Action Items:

A. USFSP Admissions and Retention report, Holly Kickliter

Holly Kickliter reports to the USFSP Regional Chancellor. She is responsible for the recruitment and enrollment of students, from outreach to orientation. She works with Institutional Research on statistics, to meet the SUS standards, and to get numbers and definitions.

USFSP sets standards for Admission according to the following authorities

- 1) The BOG regulations for FTIC and Transfer students
- 2) The Department of Education – not allowed to admit remedial students, but can admit lower level transfer students
- 3) Florida Legislature – regarding the authority over FL residency
- 4) USF System Undergrad Admission regulations

But the Targets for enrollment for Fall are set here at USFSP. The Work plan for USFSP is submitted every year that sets the target goal for the Number of FTIC and Transfer students. The number of Transfer students is set higher than the target for FTIC (according to the history of the USFSP as a upper level campus). Whether this ratio should continue was discussed. COB and COE primarily teach upper division students, and lower division GE courses are in CAS. Holly assured Chris that after they have completed their GE requirements, many of the FTIC students declare Business or Education as their major.

The Freshman Retention Rate Work plan has a goal of a 1st year retention rate of 74% and a 3 year goal of 79%. Currently USFSP has a 6 year graduation rate of 40% (based on 2007-2013) and an additional 22% graduate from USF Tampa. Thus USFSP has a total 6 year graduation rate of 62% -- this is low compared to some SUS.

Applications are up and they are trying to change the admissions profiles. The number of students USFSP accepts is higher than the number of students that actually enroll. Additionally, USFSP is accepting students with a higher GPA – these students have more options and can be elusive.

USFSP needs to look at scholarship offerings, these are not as high as desired. Issues associated with waving or discounting tuition for Out-of-State students was discussed.

The Honor's Brunch started last year where USFSP invited all the honor's candidates and their families. It was a very successful event. IT is very helpful to have faculty for parents and potential students to talk to, -- this really helps with recruitment.

Under Dr. Hogarth, Holly was charged to create a retention plan. They hired the company, Scannel and Kurz to: 1) conduct a comprehensive review of USFSP retention initiatives, and 2) to do an Undergraduate Admissions recruitment review. USFSP expects a report back in April or May of 2014.

VII. Business Items for Discussion:

A. Spring Survey of Campus Administration

Chris Davis proposed to repeat last year’s process and timetable.

B. Revision of 1998 Promotion and Tenure Guidelines

The Spring Faculty meeting should have been called a workshop. Dr. Wisniewska announcement that the discussion on the Revision of T & P Guidelines would be determined by the Strategic Plan was done without the consultation of the FS.

Dwayne Smith told Vivian Fueyo that the Tampa T & P guidelines would not be the primary document for the USF system and that each campus can create its own. BUT the USF Representative on the bargaining team referred to the USF Tampa new T & P Guidelines in negotiations, something that would apply to all the USF Campuses.

The Council Chairs are drafting a statement on T & P Guidelines. This statement has not been shared with the FS, Councils, or College faculty.

Discussion on what the USFSP FS should do regarding the revision of T & P Guidelines ensued; debate ranged from FS role to facilitate conversation; appropriate timetable to initiate discussion across the campus, and continued issues in relation to the USF and Faculty Union Strategic Bargaining.

Meeting Adjournment: Meeting adjourned, 3:40 p.m.

Summary

Motions: Approval of Oct. Minutes	Approval Status: Unanimously Approved
Deanna Michael made the motion.	
Wei Guan seconded the motion.	
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Actions (Follow-up)	Person(s) Responsible	Deadline (if any)