



10-9-2003

Council of Deans Meeting : 2003 : 10 : 09 : Minutes

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USF St. Petersburg
Council of Deans
Thursday, October 9, 2003.

Meeting Minutes

Welcome and Call to Order

Dr. Olson welcomed the group and called the meeting to order at 3:10 p.m. Attending were: Kathy Arsenault, Jennifer Baker, Mark Durand, Ron Hill, Frank Hohengarten, Donna Knudsen, Gary Olson, Steve Micklo, Jeff Reisberg, Liza Stewart. Guests: Ellen Hufnagel, Steve Permuth, Bob Siwik

Inter-campus Operating Guidelines and Procedures

Dr. Olson introduced Dr. Ellen Hufnagel, who serves as USF St. Petersburg Faculty Council Vice Chair, and Dr. Steve Permuth, who serves as a member of the USF Faculty Senate and faculty advocate.

Dr. Permuth referenced two documents that have been distributed to the COD previously for review. The first document (1991) was designed to provide intercampus guidelines and operating procedures for the five USF campuses in place during that period: Tampa, St. Petersburg, Lakeland, Sarasota and Ft. Myers. A subsequent document (May, 2003) was drafted to update those guidelines and procedures. The Faculty Senate and Faculty Council have concerns regarding this document and are requesting that the COD solicit input from their faculty. The concerns stem from the document being drafted during the summer with a quick turnaround, minimal input solicited from faculty, and the exclusion of USF St. Petersburg or USF's College of Engineering in the development of the guidelines. An ad-hoc committee for intercampus operating procedures has been established to solicit input from faculty throughout the USF system. It is requested that faculty share their thoughts regarding the strengths of the document, weaknesses of the document, issues to be discussed inherent in the document, suggested revisions, and issues that the faculty senate needs to address. Dr. Permuth suggested that while the document may not affect USF St. Petersburg as much as other campuses (due to its increased autonomy), the input by USF St. Petersburg faculty is critical as there is much that can be learned by the USF St. Petersburg model. The ad-hoc committee is seeking input by November 12. A notice will be sent early next week to all tenured and tenure-track faculty by Dr. Permuth and followed shortly thereafter to those faculty who are serving on administrative lines. The notice will provide information on upcoming committee meetings. Dr. Olson offered to send out a follow-up to the USF SP email list once the initial notices from Dr. Permuth have been sent.

Campus Security

Dr. Olson introduced Chief Bob Siwik, Chief of USF St. Petersburg's police and public safety operations. Chief Siwik distributed a quick guide regarding public safety on campus. He shared that although the campus continues to grow both in population and boundaries, crime statistics show that USF St. Petersburg is still a relatively safe place.

USF St. Petersburg is now part of a larger database system for the reporting stolen property that combines neighboring counties for a quicker response and higher recovery rate. Chief Siwik shared some steps that personnel can take to continue to provide a safe, low-crime campus. It is important to:

- Keep serial numbers of high theft items (both personal and university property)
- Encourage your personnel to report suspicious behavior or activity
- Be conscious of the location and safety mechanisms in place for your high-theft items
- Report thefts (even if vague)
- Encourage attendance at safety workshops on cash-handling, rape defense classes, etc.

Jeff Reisberg shared that one of the benefits of the new telephone system at USF SP is that now the county 911 center immediately has the location information (building and room) where the call is being placed. In the past, the response time was delayed due to the use of only one broad campus address.

Chief Siwik offered that his officers would be happy to address public safety at any college or department meetings to help disseminate safety information.

AVP Update

Dean's List – The Dean's List student information for the Summer '03 semester is now available. Dr. White is considering several options for acknowledging Dean's List recipients. Dr. Olson will pass on more information as it becomes available.

International Affairs – This item will be addressed at the next COD meeting. All are asked to be prepared for this discussion based upon information presented by Dr. Mark Gaultner at a prior meeting.

Financial Code of Ethics – Dr. Olson distributed a draft of the University of South Florida Financial Code of Ethics. COD members are asked to review and voice any suggested revisions to Dr. Abdul Nasser, AVP, Finance & Administration as soon as possible.

Updates:

College of Arts & Sciences – Dr. Durand reported that Mr. Hashim Ahmed, an undergraduate student in political science here at USF St. Petersburg was just notified that his article, "The Political Economy of Race and Its Role in the Development of Public Housing in South St. Petersburg: The Case of Jordan Park" was accepted for publication in the journal "Review of Black Political Economy." This is a rare and significant accomplishment for an undergraduate student. Professors Ambe Njoh and Darryl Paulson have served as important mentors to Mr. Ahmed. Mr. Ahmed is also an employee at the Nelson Poynter Memorial Library.

Enrollment Services – Dr. Hohengarten expressed concern regarding the loss of visitor parking on 7th Avenue S. even after the current construction is completed. He feels this will have an impact on prospective students. He will get together with Jennifer Baker to draft a letter regarding this concern to be brought for discussion before the Executive Team.

All other areas were reported as doing well.

Approval of 10/02/03 Minutes

Ron Hill motioned for approval of the COD minutes of 10/02/03. Frank Hohengarten seconded the motion. The COD minutes recorded on 10/02/03 were unanimously approved.

Adjourned

The meeting was adjourned at 4:00 p.m.