



4-8-2004

Council of Deans Meeting : 2004 : 04 : 08 : Minutes

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USF St. Petersburg
Council of Deans
Thursday, April 8, 2004
3:00 p.m.

Meeting Minutes

Attending: Kathy Arsenault, Jennifer Baker, Mark Durand, Vivian Fueyo, Ron Hill,
Donna Knudsen, Gary Olson, Jeff Reisberg, Liza Stewart
Guests: Manny Rivero, Karen White, Ralph Wilcox

WELCOME AND CALL TO ORDER

Dr. Olson welcomed the group and called the meeting to order at 3:04 p.m.

AVP UPDATES

Payroll Direct Deposit

The USF system is moving towards online payroll viewing and direct deposit for all new employees. A list was shared with the Deans of those who are not currently participating in direct deposit of their payroll warrant. Although this is not mandated, the Deans are asked to encourage their employees to participate.

Annual Evaluation of Administrators

Annual Performance evaluation forms will be sent via email to faculty and staff tomorrow for Deans. The data will be returned to Academic Affairs for compilation. Dean Fueyo asked for a copy of the form that will be sent to faculty. After a couple of days, the Deans are asked to send out the forms to evaluate Associate Deans and other college/unit administrators.

Tenure and Promotion

The tenure and promotion process for USF St. Petersburg has been completed and forwarded to President Genshaft for review.

OUTREACH ACTIVITIES IN ST. PETERSBURG/PINELLAS COUNTY

Dr. Olson welcomed Chancellor White, Associate Provost Wilcox and Manny Rivero, Coordinator for Education/Training Programs from the Jim Walter Partnership Program and the School of Social Work.

Dr. Wilcox introduced Dr. Rivero who has an extensive record of community economic development for the public good. Dr. Rivero has been at USF for 5 ½ years. His experience ranges the City Manager's office in Miami, employed by the Clinton administration for hurricane disaster relief following Hurricane Andrew, Project Manager on a Fannie Mae Foundation Grant, Executive Director of a CDC Grant, and numerous non-profit organizations.

Drs. Rivero and Wilcox requested this presentation to make available Dr. Rivero's expertise and USF's resources to USF St. Petersburg in an effort to allow USF St. Petersburg to initiate a collaborative, comprehensive model of engagement in the St. Petersburg/Pinellas Community. Chancellor White believes that USF St. Petersburg can be very competitive to receive COPSI funding as part of its becoming a separately accredited institution, particularly with the mid-town project. Dr. Hill offered to set up a meeting with Dr. Rivero to discuss future opportunities.

Update, College of Business

The College of Business will be holding an orientation tonight at the Feather Sound Country Club for mid-county students. Dr. Hill will be participating this evening on the panel for a League of Women Voters event to be held at the Poynter Institute from 6:15-9:15 p.m.

Update, College of Education

The COE has been approached by St. Petersburg High School, Seminole High School, and Largo High School to discuss dual enrollment opportunities at USF St. Petersburg. Currently there are two St. Petersburg High students taking classes at USF SP.

Update, Campus Computing

Jeff Reisberg has been researching the issue of laboratory security and offered a couple of options (nighttime lighting and alarms systems). He is discussing these options with Dr. Durand. Wireless connectivity in Davis Hall and Bayboro Station has been completed.

Update, Institutional Research and Effectiveness

The daily enrollment website will be available beginning Monday, April 12.

Update, Arts & Sciences

At the recent annual meeting of the Florida Historical Society in Melbourne, USF St. Petersburg's Florida Studies Program of Distinction students swept the undergraduate and graduate student awards. Two USF SP graduate students shared the LeRoy Collins prize for the best essay written by a graduate student. A USF SP undergraduate student received the Carolyn Mays Brevard Prize awarded to the best undergraduate essay on Florida history. A recent USF St. Petersburg graduate received the Carolynn Washbon book award.

Update, Poynter Library

The Library is currently reviewing periodicals to balance new programs and disciplines to ensure fair distribution. Dr. Olson passed along that a recent student survey showed that students are requesting additional library hours during exam week. Dr. Fueyo suggested requesting additional funds from Student Government to facilitate the additional staff and operating expenses that may be required to fulfill this request.

Approval of 3/8/04 COD Minutes

Frank Hohengarten motioned for approval of the minutes recorded on 3/8/04. The motion was seconded by Kathy Arsenault. The minutes were approved unanimously.

Adjournment

With no new business, the meeting was adjourned at 4:00 p.m.