SUMMARY

Members Present:
Marcelo F. Camperi, Dean, College of Arts and Sciences
Tyrone H. Cannon, Dean, University Library
Susan Freiwald, Dean, School of Law
Jeff Hamrick, Vice Provost, Institutional Budget and Planning & Analytics
Donald Heller, Provost and Vice President, Academic Affairs
Shabnam Koirala-Azad, Dean, School of Education
Shirley McGuire, Senior Vice Provost, Academic Affairs
Charles Moses, Interim Dean, School of Management

Absent and Excused:
Margaret W. Baker, Dean, School of Nursing and Health Professions

Guests:
Megan O'Banion, Associate Dean, School of Nursing and Health Professions (for Margaret W. Baker)

Online Core Courses for Summer
Senior Vice Provost McGuire discussed the Summer 2020 Online Course Initiative that will be coordinated by the Student Hybrid Experience (SHE) committee. The purpose of the summer pilot is to create more flexible and diverse course offerings for students and faculty and to provide options for students looking to “stay on track” for 4-year graduation. The SHE committee will send out a call to faculty for applications and choose up to four online summer Core courses for delivery to undergraduate students in Summer 2020. The provost agreed to fund faculty stipends. It is a revision of a pilot the deans and provost approved last year. SHE gathered faculty input and addressed concerns in this new initiative. SVP McGuire asked the deans for feedback and they provided examples of online and hybrid courses that are successful at their schools.

New Protocol for Managing One-Time and Base Program-Specific Clawbacks
Vice Provost Hamrick reminded everyone that any decline in planned revenue dollars must be absorbed by school or by the university. The deans and provost discussed options for when the deans consider program closures in their schools. VP Hamrick is working on ways to create flexibility when deans face these types of cuts. The 40/60 rule could be a disincentive for closing poor performing programs. The deans and the provost also discussed the possibility of rewarding over-performing programs.

Treatment of Staff Who Teach Under Under-Enrolled Course Policy
VP Hamrick discussed the treatment of courses such as USF101.
Increase Exemption Period from 2 to 6 yrs. for Engineering Program Under the Under-Enrolled Course Policy
VP Hamrick discussed the exemption with the deans and provost. There were no objections.

Fractional Compensation for PT Faculty
VP Hamrick reminded everyone that this policy is already in the part-time faculty contract.

Academic Certificates Clean-Up
SVP McGuire will be working with associate deans on cleaning up academic certificates. There are certificates on the books that have not enrolled students in over 5 years. CIPE must report on certificates every year and it is labor-intensive.

SVP McGuire updated the deans and provost about the work on course format definitions with the associate deans.

Provost Heller followed up with the deans about communicating with students through email. The Registrar is not able to send email to students’ alternative addresses. He asked the deans again to encourage faculty to put on their syllabus that students need to check their usfca email. It will be the official way to communicate with them.

Summary prepared by Senior Vice Provost McGuire.