

Academic Affairs Deans' Meeting
Minutes
October 30, 2018
9:30 a.m. – 10:30 a.m.
Thomas Edison Campus; Building I, Room 228

Present: Dr. Eileen DeLuca (Interim Provost)
Dr. Martin McClinton (Dean, School of Pure and Applied Sciences)
Dr. Larry Miller (Dean, School of Education)
Dr. Debbie Psihountas (Dean, School of Business & Technology)
Dr. Deborah Teed (Dean, School of Arts, Humanities & Social Sciences)
Dr. Denis Wright (Special Assistant to the President/Interim Dean, School of Health Professions)

Others: Toby Discenza (AVP, Budget and Financial Planning)
Barbara Miley (Coordinator, Accountability & Effectiveness)

1. Course Fees (Toby Discenza)
 - a. Recent receipt of user fee survey was a surprise
 - b. Survey was requesting five-year history of all fees
 - c. A revised survey request now includes only two years of information and is due December 7th
 - d. Information will be aggregated rather than itemized
 - e. Florida statute directs usage of course fees
 - f. College operating procedure for course fees is being updated
 - g. Deans should keep guidelines in mind for budget development
 - h. Deans also need to be reviewing course fees to make certain they are needed and amount appropriate

2. Faculty and Administrator Search Updates
 - a. Dr. DeLuca is scheduled to speak with the top candidate for the Dean, School of Health Professions today; very strong candidate and very interested in the position
 - b. The search committees in the School of Pure and Applied Sciences are beginning to review applications and resumes
 - c. Dr. DeLuca reminded everyone to make concerted efforts to selecting the right person for the available position
 - d. Dr. Kathy Clark (Assoc. Dean, Arts and Sciences) will be retiring May 3, 2019
 - e. An associate dean to replace Dr. Clark will need to be hired
 - f. The search committee for the Associate Dean, School of Business and Technology has identified a top candidate who will be notified today
 - g. One department chair in the School of Business and Technology recently resigned and the duties will be reassigned to Dr. Mary Conwell through the end of the academic year

3. Update on Board of Trustee Meeting 11/13/2018
 - a. An extra meeting has been added to the schedule

- b. A few trustees are feeling rushed to make decisions and the meeting will be scheduled as one long meeting
 - c. Dr. McClinton will be representing Academic Affairs since Dr. DeLuca will not be in town
 - d. Dr. Christine Davis will be representing Student Affairs
 - e. A presentation on Hendry and Glades Counties will be made during the meeting
4. Other Business
- a. Dr. Teed recommended "Becoming a Critically Reflective Teacher" (Stephen Brookfield) as a good book for faculty to read

The meeting adjourned at 10:35 a.m.