

ADMINISTRATIVE COUNCIL
MINUTES
FEBRUARY 10, 2011

Attending: L. Capece, P. Carr, A. Chini, J. Frey, M. Gold, T. Gurucharri, K. Larsen,
C. Lee, L. Muszynksi, M. Portillo, R. Ries, C. Silver, B. Tilson, P. Zwick
Absent: M. Hylton

1. Review of February 10, 2011 Minutes (All)

Update: Bob Burke, instead of Bill Kercher, will serve on the search committee to find a director/faculty member for CityLab Orlando. Other members are B. Tilson, C. Carmel-Gilfilen, G. Acomb, R. Ron.

A motion was made by P. Zwick and seconded by B. Tilson to approve the minutes as transcribed. The motion carried.

2. Senate Report (R. Ries)

R. Ries mentioned several items of discussion from the January Senate meeting.

- Mini-grants are available for AY 2011-2012 through the Creative Campus Committee.
- UF intends to hire, through an internal search, a director of SACS. This person will report to the Provost.
- The Teaching Learning Center is setting up satellites across campus. The Provost Office is covering the cost to do this.
- The proposal for a new school in the College of Engineering that would combine Civil, Coastal and Environmental Engineering has been postponed.
- The doctoral education (NRC) committee chair talked briefing about what the committee is doing.

For further information about the January Senate meeting, refer to the Senate website for the webcast of the meeting and minutes.

3. Internationalization Task Force SACS Plans (B. Tilson)

UF's Quality Enhancement Plan will focus on how UF can become a more international university. As part of the plan, the Internationalization Task Force was created by the Provost to determine how internationalization can improve the student's learning.

- The Task Force's mission is to develop a set of campus-wide student learning outcomes to enhance the internationalization of the curriculum.
- Units will be asked to develop SLOs relevant to their areas and the Task Force will use those to create SLOs that are applicable university-wide.

Action Item: B. Tilson (with help from A. Wehle) will work with directors/chairs about how to proceed with this effort.

4. CIDA Visit (M. Portillo)

M. Portillo expressed thanks to Council members for their assistance. The team was on campus January 29-February 1. Per M. Portillo and C. Silver, it was an excellent team and a thorough review with good results. Strengths were very good and the weaknesses noted were minor and

should be easy to address. It will probably be August before a final decision is confirmed, but everything appears to be good at this time.

5. Web-Based Instruction (C. Silver)

C. Silver talked about the Embanet/Compass Knowledge group, a provider of distance learning services that has been introduced to UF deans for what appears to be a good opportunity to generate resources to sustain, grow and fund our programs. Embanet/Compass is working on a prospectus to be provided to the deans. C. Silver will share the prospectus with the Admin Council when he receives it.

- Top notch firm, heavily into health care services, some business and not as much in DCP area yet, mostly GIS and URP.
- Embanet/Compass pays all front-end costs to establish a distance learning program. They will do all the administration, recruiting, etc.; will provide continuous enrollment.
- A preliminary market analysis indicates the numbers are excellent. A sample program generates about \$200,000 by the third year.
- New programs through Embanet Compass would not shut down regular DCP programs.

C. Silver would like for representatives from Embanet/Compass to talk with DCP reps. He will work with them to find a mutually convenient time.

6. RCM Update/Graduate Tuition (C. Silver)

- It appears there will not be a tax on endowments, and possibly not on grants.
- DSOs will be taxed.
- Tuition differential: To raise tuition on graduate admission, a request would go to Provost, then to Board of Trustees for approval. If approved, the college would receive the difference between the current tuition and the approved new rate. C. Silver mentioned that if the college is interested in doing this, the request should go forward soon.

7. Research Showcase (J. Frey)

- Internal registration is at 97; 75 of the 97 are PhD/master's students. Twelve alumni have registered thus far. The fee will be waived for DCP students, faculty and staff who have registered. For non-DCP folks, the fee is \$45.
- The AIA Gainesville award exhibit will go in front of the gallery. The Solar Decathlon and other DCP projects will also be exhibited.
- Posters will be juried prior to Thursday and the winner identified Thursday evening. Profs. Carr, Tilson and Zwick will serve as the jury.
- The master sponsor for the Showcase is Bilzin Shumberg Attorneys at Law.

L. Capece reported that as part of the Back to College this weekend, Robert Ries will talk about the Solar Decathlon.

8. Commencement (J. Frey)

- Directors/Chairs were asked to send nominees for the UG student academic achievement award to J. Frey.

- **Action Item: In response to the question about graduate student awards, C. Silver asked that the Commencement Committee discuss inclusion of graduate awards in this year's ceremony.**
- A request has gone out to Directors/Chairs for commencement marshals. URP is also asked to provide a marshal this year because graduates are included in the service.
- J. Frey would like to revise the cover for the commencement program--the same design has been used for several years--and asked directors/chairs to let her know if they have students interested in developing a cover design.

9. Space (P. Carr)

- DCP has started the lighting project with Stan Kaye (Fine Arts).
- The Fab lab renovations are taking longer than expected to complete. Good news is that there is sufficient power and DCP won't have to spend an additional \$10,000 for power.
- The new Humanities Class will be optional 2011-12 but mandated by 2012-13. DCP has the opportunity, if interested, to participate in the Gateway part of the class through a spatial piece—maybe through a cell phone tour, pod cast or online tour featuring a specific space(s). It would be one hour maximum. Council members expressed interest and talked about potential spaces such as the Plaza of the Americas, the Museum of Natural History, historical places and how they have changed over the years, campus ornamentations. P. Carr will find out if any support from the Humanities Department is available for this project.

10. Development (C. Silver/L. Capece)

- L. Capece talked about UFFD's 10-step process for a successful development officer. The process identified areas in which DCP needs to focus more. There is another 10-step process for working with a potential donor from the beginning contact to the point of a gift.
- C. Silver reported that DCP is seeking the UF Foundation's help to bring in an assistant development person to help L. Capece so that she can focus more on major prospects/gifts. The assistant development officer would be paid according to what he/she produces.
- An effort is underway to incorporate more social networks into development.
- L. Capece and C. Silver have begun conversations with key UF Foundation people and potential donors to develop a UF Resiliency Research and Outreach Institute to deal with community-wide preparation and recovery from catastrophes.
- DCP is working with the Colleges of Engineering and Fine Arts to develop an arts and design district for Gainesville.

11. Other

C. Lee

- Directors/chairs were reminded that internal administrative appointments with supplements must be posted through Gator Jobs.
- New Legislative bills coming up for vote soon have to do with: eliminating the DROP; mandating employees to contribute toward retirement; and criminal background checks.

P. Zwick

The Landscape Architecture concentration in PHD is ready to go forward; Interior Design is working on a draft one.

The meeting was adjourned at 11:35am