

COLLEGE OF DCP
ADMINISTRATIVE COUNCIL
MINUTES
May 3, 2011

Attending: L. Capece, P. Carr, A. Chini, M. Gold, T. Gurucharri, K. Larsen, C. Lee,
M. Torres-Antonini (for Portillo), B. Tilson, C. Silver, L. Muszynski, P. Zwick
Absent: J. Frey, M. Hylton, R. Ries

1. Review of April 14, 2011 Minutes (All)

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

2. Admin Council Meeting Dates for AY 2011-12

Council members were asked to review the proposed dates for AY 2011-2012 Administrative Council meetings and let B. Cleveland know about any conflicts.

The Council agreed to hold its retreat on Wednesday, August 17, 9:00am – 2:00pm. The suggestion was made to have the meeting off campus. Three locations were proposed and C. Silver and B. Cleveland will follow-up. **(UPDATE: The retreat will be held at the Prairie Creek Lodge located at 7204 SE CR 234, Gainesville. Details to follow later in the summer.)**

3. Agenda for Administrative Council Retreat and College Faculty Meeting (All)

Suggested agenda items for the Administrative Council Retreat (August 17, 2011)

- Presentation of demos from the DCP ICT (information on SharePoint, collaboration tools such as Live Meeting, Facebook, Twitter, etc.)
- Report from Jan Matthews regarding use of the Saint Augustine properties.
- Wholistic analysis of international programs.
- SACS QEP—internationalization—how can we support this, etc.
- Doctoral programs/UF's report.
- Internal transfers within the college.
- Strategic response to RCM—grants/overhead.
- Revisit DCP's Strategic Plan.

Suggested agenda items for College-wide Faculty Meeting (August 16, 2011)

- Challenges regarding plagiarism/academic honesty.
- Faculty Council report.
- Introduction of new faculty.
- DCP Strategic Plan revisited.
- Development.
- New landscape architecture program at USF.

4. Student Exchange Balances (Silver)

C. Silver said he received confirmation that student exchanges don't have to be equal in number—so the number of students who come here from an overseas institution doesn't have to equal the number from UF to the institution abroad.

5. Summer Schedules

C. Silver: Out May 12-July 8.

P. Zwick: Out July.

P. Carr: Out approximately 10 days in May.

B. Tilson: In Singapore May 6-17; Mexico June 20-July 16.

L. Capece: Will be in Naples, FL for ASLA meeting; the Northeast area; and Nantucket over the summer. Contact her if you have alumni/potential donors in those areas with whom she should make contact.

6. Use of Room 411 (Carr)

Council members examined a proposed schedule for use of 411 Arch for AY 2011-2012.

- M. Gold expressed concern that the proposal was somewhat different than what had been discussed at the previous meeting regarding this particular space.
- B. Tilson asked if it would be possible to use the room on Wednesday nights, 6:30-9:00pm for the Singapore program.

Action Item: P. Carr will re-examine/revise the schedule and resend to Council members for review.

7. Banners for the Atrium

P. Carr presented a set of proposed permanent banners identifying DCP units that could be exhibited on the columns in the Architecture Building atrium area. Council members were asked to share their thoughts about the appropriateness of the banners, the location and the colors. All agreed the banners would be a good addition. There was a suggestion that the banner colors be the same rather than various colors. P. Carr, M. Portillo will work with reps from the other units to determine the color and final placement of the banners.

8. Tech Fee Update (Carr)

P. Carr reported that the Provost approved DCP's proposal for the Technology Improvement Plan. The funding must be used as proposed. DCP will begin using the funds this summer with improvements to 411 ARCH and the Dean's Conference Room.

9. Certificate Tracking (Carr)

As part of the SACS requirements, UF will begin tracking UF certificate programs for which students receive university credit. In a recent DDD, Provost Glover stated that any certificate currently being offered for UF credit must go through an approval process by no later than December 31, 2012. It's not clear whether certificates that have already been approved either by the University Curriculum Committee or the Graduate Council have to go back through the approval process. P. Carr will follow-up on this and keep Council members updated.

DCP certificate programs include: Sustainable Architecture, International Construction Management, Fire and Emergency Services, Sustainable Construction track in the master's program,

Interdisciplinary Concentration in GIS, Interdisciplinary Concentration and Certificate in Sustainable Design, Interdisciplinary Concentration and Certificate in Historic Preservation.

10. DCP International/Services (Tilson)

B. Tilson updated Council members on the progress that the QEP Task Force has made to develop a set of SLOs to support the QEP goal of internationalizing UF. A first step in the process is to define categories that will get UF to its goal. The Task Force has identified two broad categories: Global Awareness Competency and Intercultural Communications. The next step in the process will be to develop a set of SLOs that support these categories.

The meeting was adjourned at 10:50am.