I. **Call to Order and Comments:**

Trustee Arnold called the meeting to order at 1:00 p.m.

II. **New Business – Action Items**

a. **Approval of Minutes – August 20, 2009**

A motion was made to approve the minutes and seconded. Approved unanimously.

b. **Approval of Minutes – September 4, 2009 Conference Call**

A motion was made to approve the minutes and seconded. Approved unanimously.

c. **New Degree – MA in Sustainability (USF)**

Dr. Ralph Wilcox, Executive Vice President and Provost, presented the item and asked Dr. Karen Liller to provide a brief overview of the new degree. Dr. Liller presented a PowerPoint Presentation and provided information regarding the entrance requirements, curriculum, and opportunities the degree will offer. Dr. Wilcox asked the Work Group to approve implementation of the program.
A motion was made to approve and seconded. Approved unanimously.

d. **New Degree – Ph.D. in Economics (USF)**

Dr. Ralph Wilcox, Executive Vice President and Provost presented the item and asked Dr. Karen Liller to provide a brief overview of the degree. Dr. Liller provided information regarding the history, development, and benefits to students and USF. Dr. Kathleen Moore clarified that the Work Group is being asked to approve submission of the proposal to the Board of Governors.

A motion was made to approve and seconded. Approved unanimously.

e. **New Degree – BA/BS in Advertising (USF)**

Dr. Ralph Wilcox, Provost presented the item. Dr. Robert Forsythe, Dean, College of Business provided a brief overview of the new degree. Dr. Kathleen Moore clarified that agreement has been reached with the BOG staff regarding the CIP code for the degree. Dr Wilcox asked the Work Group to approve implementation of the program.

A motion was made to approve and seconded. Approved unanimously.

f. **Naming of Building – USF St. Petersburg**

Dr. Margaret Sullivan, Regional Chancellor presented the item and provided information regarding the decision to rename the Florida Center for Teachers the Peter Rudy Wallace Florida Center for Teachers. Trustee Sembler noted that this is in celebration of the Tenth Anniversary of the facility which is a building that Mr. Peter Rudy Wallace assisted in funding. She shared that the Campus Board supports the decision. Dr. Sullivan noted that all policies and procedures regarding naming of buildings have been followed.

A motion was made to approve and seconded. Approved unanimously.

g. **Updated Master Plan for USF St. Petersburg**

Dr. Margaret Sullivan, Regional Chancellor presented the item and introduced Dr. Ashok Dhingra who provided a brief overview of updates to the Master Plan for USF St. Petersburg. A PowerPoint Presentation was provided and reviewed. It was clarified that the approval was to approve the facility in relation to the Master Plan only and that it does not speak to design or future build-out which will follow established procedures and practices.

A motion was made to approve and seconded. Approved unanimously.

h. **Tenure as a Condition of Employment – USF St. Petersburg**

Dr. Margaret Sullivan, Regional Chancellor presented the item and introduced Dr. Norine Noonan who noted that she was pleased to present a nomination of the
Dean of the College of Business, Dr. Maling Ebrahimpour, for tenure as a condition of employment. A brief overview of his credentials and the tenure approval process was provided.

A motion was made to approve and seconded. Approved unanimously.

i. **Updated Campus Master Plan for USF Polytechnic**

Vice President Marshall Goodman presented the item and a PowerPoint presentation was reviewed. He provided information on the rationale for changes as well as information regarding additional reviews and approvals. He noted that USFP is seeking approval to move forward with the new site location. Appropriate formal amendments and updates to the approved Campus Master Plan will be provided to ACE once all internal and external reviews are completed.

A motion was made to approve and seconded. Approved unanimously.

j. **USF Regulation on Textbook Adoption and Affordability**

Dr. Ralph Wilcox, Executive Vice President and Provost presented the item and provided information regarding the development of the regulation. He provided an overview of items addressed by the regulation. Trustee Soltero asked about enforcement and compliance which was clarified by Dr. Wilcox. Mr. Prevaux shared that the regulation will become effective December 15, 2009. Trustee Barber noted that reference is made to an Institutional Website and information regarding the specific website was provided.

A motion was made to approve and seconded. Approved unanimously.

### III. New Business – Information Item

a. **Facilities and Equipment Use Fee – USF St. Petersburg**

Dr. Margaret Sullivan, Regional Chancellor presented the item and shared information regarding the fees. A comprehensive and detailed approach was undertaken to assess the facilities and equipment charge for classes requiring equipment intensive instructional laboratories. The approach was designed to ensure that the charge recovers only the cost of instructional laboratory equipment in proportion to usage for classes. Several new courses have been added to this list based on a more detailed analysis completed over the first year of implementation of this fee. The USF St. Petersburg Campus Board unanimously approved the facilities and equipment use fee recommendation for AY 2010/11 at its October 27, 2009 Conference Call Meeting. The item was also approved at the UBOT Finance and Audit Workgroup.
b. **USF St. Petersburg Fee for Multipurpose Student Center**

Dr. Ashok Dhingra, Regional Vice Chancellor for Administrative and Financial Services, USF. St. Petersburg presented information regarding the fee of $13 per student credit hour proposed to be used for the construction and operation of a new facility that will include space for student activities. The proposed fee will also fund the renovation of space in the existing Campus Activities Center. This new Multipurpose Student Center building will also include student residence facilities as well as housing for conference participants when housing for students is not being fully utilized e.g. during the summer and between semesters. Square footage and funds were reviewed. A PowerPoint Presentation was provided and reviewed.

c. **Facilities and Equipment Use Fee – USF Sarasota-Manatee**

Dr. Bonnie Jones presented the item and noted that USFSM undertook a comprehensive and detailed approach to assess the facilities and equipment charge for classes requiring equipment intensive instructional laboratories. The approach ensures that the charge recovers only the cost of instructional laboratory equipment when used more than 50% of the course time per semester. This item was approved by the Finance and Audit Workgroup.

d. **Student Wellness and Nutrition Center**

Mr. Joe Eagan, Assistant Vice President, Facilities Management presented the item and noted that the project has evolved since the spring of 2008. A brief history and overview of the project was provided. The Student Wellness and Nutrition Center will establish a community focal point offering a variety of services, programs, facilities and events that complement the educational mission of the University. The facility has evolved into two separate one story facilities. The Student Wellness and Nutrition Center is an addition/renovation to the USF Campus Recreation Center and the USF Sun Dome Arena and will serve as a multi-purpose facility for the general student population including the development of programs to encourage and reinforce behaviors that promote a higher quality of health and well-being. The Project will be designed to include additional space dedicated to exercise and fitness, including new gymnasium space, remodeling, and a new mezzanine within the existing building envelope. It also will include a dining/food court, shared student-athlete training table and commercial grade kitchen with catering amenities to accommodate the USF community’s dining needs currently present in the east area of campus as well as the Arena’s concessions and catering needs.

e. **Proceed with Build-Out of Another Floor at the Morsani Center for Advanced Health Care Project**

Mr. Joe Eagan, Assistant Vice President, Facilities Management presented the item and provided information regarding the need to build-out an additional floor of the Morsani Center for Advanced Healthcare. The College of Medicine is
currently exploring funding sources and estimates the cost to be approximately $6 million dollars. These funding sources would include unutilized projects funds remaining from the Morsani Center for Advanced Healthcare, and development efforts. Initial occupancy of the building is expected in July 2010. This would be the 4th completed floor within the facility with 2 remaining floors shelved for future growth. President Genshaft asked how many floors are not completed and it was noted there are 3. She asked whether the space at the clinic would be vacated and an explanation of the transition from the Clinic space to the Morsani Center was provided. Trustee Arnold shared his concern regarding funding and aligning the expansion with funding.

f. School of Global Sustainability –USF Tampa

Dr. Ralph Wilcox, Executive Vice President and Provost, presented the item and noted that last spring Dr. Holbrook and Dr. Whiteford presented information to the ACE Workgroup on sustainability research at USF and their suggestions about how to move forward to sharpen USF’s competitive edge for research and teaching about sustainability. Dr. Wilcox introduced Dr. Linda Whiteford who presented a PowerPoint Presentation regarding the School of Global Sustainability. She reviewed what the school will be, why it is needed, what the School will do that is new, who will direct the School and consultation.

g. BOG Annual Report and Work Plan of the University and Each Individual Campus

Dr. Ralph Wilcox, Executive Vice President and Provost, presented the item. He shared that the Board of Governors has approved and is implementing a revised process for the submission of annual reports. A template has been constructed to be completed by all SUS institutions. In August, USF was asked to populate the initial prototype which Provost Wilcox presented to the BOG. Even though refinements continue, a template has now been produced for the USF System and data provided for a mid-December submission, timed to be in advance of Legislative session activities. President Genshaft requested and has been afforded the opportunity to submit five reports (USF System, USF Tampa, USF St. Petersburg, USF Sarasota Manatee, and USF Polytechnic). This process provides the opportunity for further informing both the BOG and the Legislature as to the unique missions and contributions to the success of USF and to accomplishment of SUS goals by each of the USF system members. A PowerPoint presentation was provided noting the importance, benefits, timeline, process – Phase 1 Annual Reports, timeline for annual reports, mission and vision, enrollment for Fall 2008, baccalaureate degrees awarded, student to faculty ratio, total funding per student FTE and USF System only data. An Executive Summary will be provided before the Full BOT meeting in December.

IV. Updates

President Genshaft provided a brief history and overview regarding an initiative to establish a smoke-free district in USF Health. Mr. Prevaux shared information
regarding regulations to designate smoking areas. Trustee Arnold noted that designating building as smoke-free is one issue; however, there is also the human resource issue to be considered.

a. **Provost’s Update**

Executive Vice President and Provost Ralph Wilcox presented the update. A *New Students at the University of South Florida: 2005-2010 Enrollment and 2010-2012 Targets* spreadsheet was distributed and reviewed. Dr Wilcox noted that this information will be brought back to ACE with the September 2010 enrollment profile update. Dr. Wilcox noted that the information is not broken out by campus; however, the information is available. Trustee Branch noted that the data on transfer students seems to have doubled and it was confirmed that was correct. Dr. Wilcox clarified the data. It was noted that this is an ever changing issue. Trustee Arnold recommended that information by campus be provided.

b. **Student Affairs Update**

Vice President Jennifer Meningall noted it is Homecoming Week with lots of activities planned. A brief overview of some of the activities was provided. She encouraged Workgroup members to participate.

c. **Faculty Senate Update**

Comments were tabled for the next meeting.

d. **Student Government Update**

Trustee Juan Soltero presented the update and shared that the students had been concerned about hours of operation for the Library. He was pleased to report that the hours of operation have been extended for Spring 2010 with the Library being open 24 hours/5 days per week. Trustee Soltero shared information regarding banners that will be going up to mark Bulls Country. They are working with Mr. Hoad on this project. He also shared information regarding the Our Shirt project.

The meeting was adjourned by Trustee Sembler at 2:45 PM.