Call to Order and Chairman’s Comments:

Chairman Arnold called the meeting to order at 2:15 pm. Mr. Arnold welcomed new Work Group Members Dr. Ann Hawkins, Dr. Suresh Khator, Dr. Elizabeth Bird, and Mr. Omar Khan.

Agenda Presented:

Action Items:

Approval of June 27, 2003 Minutes

The Work Group unanimously approved the June 27, 2003 Minutes.

Approving revisions to Rule No. 6C4-6.013, University Residence Halls, pursuant to Section 120.54 F.S.

Mr. Keith Hauger presented the issue. Florida Statutes section 120.54(3)(a) requires that the agency head approve the adoption, amendment or repeal of any rule prior to the agency giving notice of the intended action. Mr. Hauger noted that Rule No. 6C4-6.013 is being revised as it is inconsistent with the Resident Handbook section of the USF Student Planner, 2003-04, regarding the time frame of the USF Housing contract and the visitation provisions. The
Housing contract revision is for one academic year rather than Semester. Guest visitation is also clarified.

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

**Tenure Nominations as a Condition of Employment**

Dr. Renu Khator presented the issue. Dr. Khator noted that the individuals listed are being nominated by the President as a condition of employment. Administrators such as the President, Provost, Dean and Chairs, and senior faculty, who are recruited to the University of South Florida normally are awarded tenure as a condition of employment. These highly qualified individuals usually have earned tenure at their previous institutions, which makes them attractive candidates to the University. Often in order to attract them, the University must provide a package that is competitive with other nationally and internationally ranked institutions. Tenure upon appointment, among other things, is a term and condition of the employment package that makes the University of South Florida an institution of choice. Tenure recommendations have been approved by the department. Dr. Khator asked that the Work Group approve those individuals listed.

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

**Faculty Nominations for Tenure**

Dr. Renu Khator presented the issue. Dr. Khator explained that this is an out-of-cycle recommendation for Professor Diamond who has a joint appointment with USF and VA. The Department has approved his recommendation for tenure. Mr. Arnold asked if this was consistent with other nominations for tenure and Dr. Khator confirmed it was. President Judy Genshaft has certified that the nominations for tenure have met the requirements and conditions contained in University Rules, Policies, and Procedures. She is satisfied that the nominee will make a significant professional contribution to the University and the academic community in general. If approved, tenure will be awarded effective August 7, 2003. Dr. Khator asked that the Work Group approve the list.

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

**2002 Master Plan Update Presentation (Update Information)**

Dr. Carl Carlucci presented the issue. He introduced Barbara Donerly, Architect, Facilities Planning who provided an overview and history of the 2002 Tampa Campus Master Plan. Accomplishment and challenges since 1995 were reviewed. The 2002 Tampa Campus Plan challenges and vision were noted. Developable areas were reviewed and actual areas available were clarified. Mr. Arnold asked that that slide be updated to show current developable areas. Ms. Donerly reviewed the 2002 Ten-Year Plan. Mr. Arnold thanked Ms. Donerly, Ron Hanke, and Facilities Planning for bringing the Work Group up-to-date. Mr. Arnold requested a draft policy be prepared to define the procedures for development approvals on all campuses.
2003 Master Plan Amendment to add the Children’s Medical Services/HSC Project to the Master Plan

Dr. Daugherty presented the issue. Ms. Donerly provided an overview of the 2003 Amendment that adds the Children’s Medical Services/HSC to the plan. Mr. Arnold noted that the Work Group would be looking back and approving what has already been ratified. Dr. Daugherty distributed a CE4 3 story site diagram. It was noted that in 1999 the Legislature funded projects of which 6.5 million will revert to the State if contracts are not implemented. The amendment proposes to develop the Children’s Medical Services/HSC in an area that the Tampa Campus Master Plan had not previously included development in the 10-year plan. The project will include approximately 45,000 gross square feet of new space and approximately 13,000 square feet of renovation. Dr. Daughtery noted that this is a minor Master Plan amendment. Graphic maps have been revised to include CMS/HSC and to convert depiction of projects that were previously diagrammatic to reflect the actual as-built or currently under construction building footprints. The Master Plan amendment is required in order for the project to continue into the construction phase. Mr. Arnold asked if parking issues were ok and Ms. Donerly confirmed they were. Mr. Arnold noted that vertical parking will be a consideration for future sites as available space is minimal.

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

Revisions to Development Agreement with the City of Tampa

Dr. Carl Carlucci presented the issue. He noted that the City of Tampa would like to have more flexibility to use the $3,000,000 from the Concurrency Trust Fund, intended for use to improve 40th Street between Busch and Fowler, to be used for the 40th Street improvements between Hillsborough and Fowler. This amendment will allow flexibility in the City of Tampa’s timing and phasing and will not negatively impact the University. It is also recommended to revise the duration of the Development Agreement from an end date of December 31, 2004 to an end date of December 31, 2008. This is recommended due to the fact that USF is not projected to develop the square footage authorized by the agreement until that timeframe. The current Development Agreement with the City of Tampa was based on the development projections in the 1995 Tampa Campus Master Plan and requirements set forth in F.S. Section 240.155, now F.S. Section 1013.30. The final signature was dated January 1999 and was to be in effect until December 2004. Even with optimistic funding assumptions, it is not anticipated that the University’s funded projects will exceed the authorized square footage by 2008/2009. It was requested to adjust the authorized development in Exhibit “A” categories to more accurately reflect anticipated development while maintaining the same total of 6,772,727 GSF of development. Funding patterns have impacted campus development in ways that were not anticipated. The categories in the Development Agreement are Academic, Support, Medical, Housing, and Sports and Recreation. Although there is a large remaining unmet capacity in the authorized total of 6,772,727 GSF, the University is rapidly approaching thresholds in some categories, while having excess capacity in others. The proposed amendment to the agreement seeks to more accurately reflect past and future projects. Mr. Arnold clarified that if passed the Work Group is recommending that the issue be forwarded to the Full Board of Trustees for
consideration. It was recommended that the document be changed to read Board of Trustees rather than Board of Regents.

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

**USF Land Lease Policy Statement**

Dr. Carl Carlucci presented the issue. He noted that it was felt a guideline or policy was needed to assist individuals in knowing the criteria and procedures to be used when making requests for on campus leasing. Thus the statement and Attachment A was developed. It was noted that many requests are received weekly and as a guideline the statement is helpful in assisting individuals making requests and those reviewing the requests. It was felt that input from other committees and units was needed prior to making the statement a policy. Dr. Renu Khator noted that the statement reflects the financial impact but how it fits with the academic mission was also important and a statement should be included. The Work Group agreed that an academic mission statement should be included and that the document should act as a guideline at this time. Consideration as a policy can be considered at a future meeting once further input is received.

A motion was made to approve the document as a guideline and was seconded. Approved unanimously.

The Work Group meeting was adjourned at 3:15 pm.