University Board of Trustees
Work Group on Academics and Campus Environment
MINUTES
August 2, 2005, 2:00 PM
Center for Urban Transportation, Room 143

Workgroup Members Present: Lee Arnold, Jr., Chair and Trustee; Sonja Garcia, Trustee; Susan Greenbaum, Trustee; Maxon Victor, Trustee; Jan Smith, Trustee, Sarasota Campus Board; Jennifer Capeheart-Meningall, Vice President, Student Affairs; Ron Hanke, Director, Facilities Planning; Barbara Loeding, Professor, College of Education, Lakeland Campus; Elizabeth Kaplon, Executive Assistant to the Vice President, Student Affairs; Renu Khator, Provost; Suresh Khator, Professor, Industrial Management and Systems Engineering; Kathleen Moore, Associate V.P. for Academic Affairs and Principal Staff to the Workgroup; Barbara Sparks-McGlinchy, Associate Director, Intercollegiate Athletics; Paul Spector, Professor, Department of Psychology

Guests: Carl Carlucci, Executive Vice President; Jacqui Cash, Coordinator, University Advancement; Barbara Donerly, Architect, Facilities Planning; Trudie Frecker, Associate Vice President, Administrative Affairs; Kofi Glover, Assistant Vice President, Provost’s Office; Richard Green, Chief Operating Officer, Center for Advanced Health Care; Ron Jones, Dean, College of Visual and Performing Arts; Stephen Klasko, Vice President, Health Sciences Center; Hank Lavendera, General Counsel, Office of General Counsel; Richard Lyttle, Architect, Facilities Planning; Michael Moore, Assistant Vice President, Office of Decision Support; Kyle Meyers, Student Government; Steve Prevaux, General Counsel, Office of General Counsel; Dwayne Smith, Vice Provost and Professor, Provost’s Office; Joann Strobbe, Associate Vice President, College of Medicine; Karen White, Regional Chancellor, USF St. Petersburg; Ralph Wilcox, Vice Provost, Provost’s Office;

Call to Order:

Trustee Arnold opened the meeting at 2:05 p.m.

Provost’s Report

Provost Khator noted that Fall classes will begin shortly. The Tampa Campus will have 159 new faculty members and USF St. Petersburg will have 6 new faculty members for Fall semester. Dr. Khator provided an overview of the preliminary admission and enrollment data for Fall 2005 and noted that there are 10 National Merit Scholars and 15 Fulbright Scholars who have committed to attend USF. The Board of Governors is looking at the cost per degree and expenditure analysis. Pilot programs will be used to evaluate data. Dr. Khator provided an overview of the State University System 2006/07 Legislative Budget Request and Major Issue Summary and noted that USF’s funding falls under Option 2. Trustee Smith asked if the funding listed was for all of the universities and Provost Khator confirmed it was. Trustee Greenbaum asked for clarification of the
Faculty Senate Report

Trustee Greenbaum noted that the Faculty Senate does not meet in the summer but the Senate Executive Committee has been meeting to make progress on several pressing matters and to make plans for the coming term. One of the items they have been working on is to articulate a formal process for shared faculty governance at USF. Trustee Greenbaum provided a brief history of the governance process. She noted that during the past term, the Senate undertook a study of how departmental governance presently works at USF, whether there are charters and guidelines, and to what extent these are in force. The Senate is now deliberating about how to move forward in the coming year. UF has been involved in an extensive codification of faculty governance, some of which may offer models that USF can follow. UF’s BOT has formally adopted the plan and USF may want to consider that route. Extensive web materials are available for review, as well as other sources of ideas to consider. The report by the Senate committee will include a review of how shared governance works in other universities. The Senate Executive Committee is also interested in the USF System, which is currently being defined. Trustee Greenbaum noted that the effects on faculty are difficult to forecast, and the perspective of the faculty will be important in the design of system documents and practices. The Senate wants to be involved in the process. There are two issues that are of concern 1) Relations among the branches, and between the main campus and Health Sciences Center. 2) The need to maintain and support the main campus, while allocating sufficient resources to expand the branches. Dr. Greenbaum noted that she toured the music building last week. She was shocked at some of the conditions and shared her thoughts on the issue. The Senate is also concerned about academic freedom and efforts in the coming year to encroach on it. The importance of academic freedom is not easily understood by those outside the academy and she felt that there is a tendency to view it as merely a privilege. Trustee Greenbaum noted that in the US, our universities are successful because we have recognized and protected the basic principle of academic freedom. Representing the faculty, she hopes the Senate can get support from the BOT for continuing that protection here at USF. Trustee Greenbaum noted that community engagement is also a Senate activity. An ad hoc committee has been meeting this summer and has formulated a tentative plan for strengthening and expanding USF’s role in community-based research, policy, and student involvement in service learning. Provost Khator has provided the Senate with a modest amount of support to begin implementing and formalizing this plan. Trustee Greenbaum hopes that their work can assist the newly reformed BOT work group. She noted that she is looking forward to the coming year which will be her last as Faculty Senate President.

Student Affairs Report

Trustee Arnold welcomed Dr. Jennifer Capeheart-Meningall to the work group and asked her to say a few words about her experience. Dr. Capeheart-Meningall provided a brief
history of her work experience and her initial thoughts regarding USF. She related that she would like to stabilize and strengthen Student Affairs to align with the missions and goals of the University. She noted she is excited about being here at USF.

**Student Government Report**

Mr. Kyle Myers presented the report. He noted that the Student Government (SG) is working with the Bulls Club to arrange for students to travel to the USF vs. University of Miami football game on October 1. SG is also working on establishing a new tradition between USF vs. UCF games where both student governments will work towards a campaign that will prevent any violence off the field. They are making arrangements for the first home game where WBUL will host a tailgate with national and local recording artists. Homecoming week will be October 17-22 and SG will host a competition for the most spirited Bulls on the Monday of Homecoming Week. It will be called “Branding of the Bulls” and will include stickers, t-shirts and car chalk. The competition will include individual students, student organizations, residence halls, and Greek organizations. Mr. Myer noted that in collaboration with Volunteer USF the SG is coordinating the largest student led community service project in USF history. On Saturday, January 14, 2006 one thousand students will be a part of the “Stampede of Service” (SOS). This is a new tradition that will make its debut on USF’s 50th Anniversary and will be held on the Saturday of MLK weekend. Mr. Myer provided an overview of SG Legislative activities which included reviewing 35 pieces of legislation in 6 meetings; reviewing 15 candidates for confirmation; working with Brian Schulte and the Marshall Center on a new proposal to install plasma screen TVs around campus; revising all statutes to make them consistent and professional; coordinating “Tools for Schools” which the SG had more school supplies than others; working with the Florida Student Association on the agenda for the upcoming legislative session which will look at preventing excess credit hour legislation, preventing block tuition legislation and preventing legislation that would negatively affect international students (HB 21); meet with Faculty Senate to collaborate on issues; and, to help with student orientation. Trustee Arnold commended Mr. Myers and the Student Government for all of the hard work. Dr. Wilcox asked if the SG was aware that the Board of Governors had approved a 5% increase in tuition for fiscal year 2006/07. Mr. Myers noted they were aware but the issue had not been discussed. Dr. Wilcox noted that there are a variety of block tuition models that the SG might want to review. Trustee Arnold encouraged the SG to collaborate with the Provost’s Office regarding the issue of block tuition.

**Approval of November 10, 2004 Minutes**

The Work Group unanimously approved the May 26, 2005 minutes.

**Academic Affairs**

**Approve Academic Affairs Statement of Policy on Academic Learning Compacts**
Dr. Kathleen Moore presented the item. She noted that in April, 2004, the Florida Board of Governors resolved that universities will develop “Academic Learning Compacts” (ALC) and related processes to ensure student achievement in baccalaureate degree programs in the State University System. The Provost’s Office has developed a set of guidelines. These Compacts will be made readily available to prospective and enrolled students by the end of Fall semester 2005. The Academic Learning Compact must include concise statements of what program graduates will know and be able to do (i.e. the expected core student learning outcomes) and the types of assessments used to determine that the outcomes have been achieved. Trustee Arnold expressed concern about the requirement and he suggested that the Board of Trustees be appraised about the ALCs and that the BOT knows this is not a normal course of business. Trustee Greenbaum also expressed concern that the faculty are not burdened with additional workload. Dr. Moore noted that she would be happy to assist Provost Khator in presenting the item at the BOT meeting in September. Trustee Arnold asked for a motion for approval of the item but that it should be presented as an action item and not appear as a consent item.

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

Approve New CIP) Code for Master of Science in Public Health (MSPH)

Dr. Moore presented the item. She noted the request is for a change of CIP code. The USF College of Public Health offers a total of four graduate degrees: Master of Public Health (MPH); Master of Science in Public Health (MSPH); Master of Health Administration (MHA); and the Doctor of Philosophy (PhD) in Public Health. The MSPH degree has been offered under the same CIP code as the MPH. However, the two degrees are different. The MPH is a public health practitioner degree, while the MSPH is more research-focused. Approval of a separate CIP code would differentiate the two degrees and permit greater accuracy in the tracking of enrollment, graduation, and placement of students, as well as enabling prospective students to locate information about the program through CIP-driven online sources. It would also allow students to complete both degrees (the MPH and the MSPH), either simultaneously or at different times. While many students wish to do this, it is currently impossible because the University does not permit students to complete two degrees in the same CIP code. Trustee Arnold noted that this request is to differentiate between the programs and he asked if all appropriate areas agree with the change. Dr. Moore confirmed that the change had been through all appropriate committees and approved by the faculty.

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

Approval to Proceed with the Center for Advanced Health Care Project

Dr. Stephen Klasko presented the item and introduced Richard Green, Chief Operations Officer for the Center who provided an overview of the project. The Center for Advanced Health Care is the third facility to be built at the USF Health Sciences Center as part of a building program that began with a Public Education Capital Outlay (PECO)
appropriation in 2001-02. PECO appropriations to date for the three projects now total over $49 million. The first two projects, the College of Nursing Expansion and the newly constructed USF/CMS Building will open their doors within the next few days. It is necessary to create clinical space that will accommodate current and future technologies as well as the recruitment of top-notch physicians. Additionally, the facility needs to take into account the current and expected growth of the community. It is also necessary to develop facilities that will be able to compete in the marketplace and offer services that can generate additional revenue and create financial sustainability. The Center will be a multi-specialty center that will treat patients holistically. Floor space will be available for future growth. The College engaged consultants to identify potential services and provide financial feasibility. The resulting plan supports a 6-story 194,440 square foot facility including 8 out-patient operating rooms, 5 endoscopy suites, and diagnostic imaging. Mr. Green reviewed a PowerPoint presentation which highlighted the Mission, Vision, Goals, and proposed facilities. Estimated resources and funding was discussed as well as the approval process and bond timeline. Collaborative efforts with Tampa General Hospital, Moffitt Cancer Center and others were reviewed. The building is scheduled to be built in the Medical District designated area between Magnolia Drive and Laurel Drive north of Holly Drive as adopted in the 2002 Master Plan Update. The 1,500 space parking garage under construction by the university will service the facility and surrounding campus buildings. A cross walk from the 2nd floor of the parking garage to the Center is planned. Initial occupancy of the building is expected in July 2007. Dr. Klasko explained that by combining projects with Tampa General Hospital would allow for better funding rates and stronger bond issuance. Trustee Arnold asked about the planned buildings and timelines. Dr. Carlucci noted that the financial advisors had reviewed the plan and concurred that it was a sound plan. Trustee Arnold asked about the impact on parking and Dr. Carlucci clarified the parking availability noting that parking would fill up quickly and that another parking facility would be needed in the near future. By utilizing existing parking facility designs a cost savings would be realized.

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

USF St. Petersburg Campus

Approval of the USF St. Petersburg Easements and Quit Claim Deed

Regional Chancellor White presented the item and reviewed the quite claim agreement. USFSP will construct a six story parking structure to be located west and contiguous to Bayboro Tower, a four-story apartment building owned by Hilltop Investments Corp. USFSP and Hilltop have jointly filed an application to vacate the alley that crosses the proposed parking structure site. Upon the alleyway being vacated, Hilltop has agreed to convey to USF Board of Trustees by Quit Claim Deed its interest in the portion of the vacated alleyway that they would normally receive through the vacation process that lies contiguous to and south of the Hilltop property. This property will be conveyed to the University in consideration of USFSP granting easements and undertaking obligations to accommodate parking structure. A Construction/Design Criteria and Easement
Agreement provide for Bayboro Tower residents to egress their parking area via the remaining portion of the alley which following the vacation process will become University property. This easement will also allow USFSP to access the Hilltop property for required maintenance of the commonly used property. USFSP will provide additional parking to accommodate spaces lost due to driveway modifications. A portion of the east façade will provide additional vegetation to mitigate the close proximity of the parking structure to the apartment building. A Utility Easement will also be provided from USF to the City of St. Petersburg to accommodate the City’s maintenance of existing underground utilities lying within the vacated alley. The Construction/Design Criteria and Easement Agreement has already been approved and signed by Hilltop Investments Corp. (Bayboro Tower). The two Easement Agreements and the Quit Claim Deed will be presented to the USF Board of Trustees for final approval. Mr. Lavendera, from General Counsel provided an overview of the quit claim process.

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

Meeting was adjourned at 3:25 p.m.