University Board of Trustees  
Work Group on Academics and Campus Environment  
MINUTES  
August 17, 2006, 2:00 PM  
Marshall Center Room 296

Workgroup Members Present: Lee Arnold, Jr., Trustee and Chair; Bob Soran, Trustee and Co-Chair; Michael Barber, Trustee and President of the Faculty Senate; Frank Harrison, Trustee and President of Student Government; Jennifer Capeheart-Meningall, Vice President, Student Affairs; Carl Carlucci, Executive Vice President and CFO; Renu Khator, University Provost and Senior Vice President; Kathleen Moore, Associate Vice President for Academic Affairs and Principal Staff to the Workgroup; Ron Hanke, Associate Director, Facilities Planning; Elizabeth Kaplon, Executive Assistant to the Vice President, Student Affairs; Barbara Sparks-McGlinchy, Associate Director, Intercollegiate Athletics; Paul Spector, Professor, Department of Psychology;

Guests: Faran Abbasi, Student Government; David Brickhouse, Student Government; Guy Conway, Director, Student Affairs, Marshall Center; Delcie Durham, Associate Provost for Research and Dean of the Graduate School; Trudie Frecker, Associate Vice President, Administrative Affairs; Patricia Haynie, Associate Vice President, USF Health; Ron Jones, Dean, College of Visual and Performing Arts; Steve Prevaux, General Counsel; Dwayne Smith, Vice Provost and Professor, Provost’s Office; Karen White, Regional Chancellor, USF St. Petersburg.

Call to Order:

Trustee Arnold opened the meeting at 2:10 p.m.

Provost’s Report

Provost Khator thanked the Trustees for their support and leadership and provided an update on enrollment for summer and fall. She noted that the new student orientation program was outstanding and the staff had done an excellent job organizing events. Provost Khator provided an update on changes in administrative positions – new and interim. She provided an overview of the USF4YOU initiative noting that the campaign had begun and the response was good. She also provided an overview of the iTunes University initiative noting it is a university-wide initiative. The Vice President for Apple will be visiting USF and meeting with Deans. Trustee Arnold said he would be happy to sit in on these meetings. Provost Khator provided an update on the Carnegie Report. Drs. Greenbaum and Moore are compiling information to submit a Community Engagement application to the Carnegie Foundation. Provost Khator introduced Vice Provost Smith who provided an update on the number of new faculty joining USF fall semester and events planned for New Faculty Orientation week.
Faculty Senate Report

Trustee Barber advised that the Faculty Senate meets approximately 8 times per year. He provided an update on some of the topics addressed by the Senate and talked about the development of a University Constitution and a shared governance initiative. Trustee Barber provided an update on the Senate Executive Committee and items being addressed including parking costs, employment background checks, conflict resolution, fiduciary responsibility, FMHI college status, and meetings of the Senate Executive Committee. Trustee Arnold noted that the Senate elections had been interesting this year and Trustee Barber confirmed they had and that the Senate is looking at the election process and technology. The constitution was discussed and Trustee Arnold expressed that it should be a collaborative effort. When that item does come before the Board of Trustees it should be placed on the regular agenda.

Student Affairs Report

Dr. Meningall thanked the Board of Trustees for their support and leadership. She noted that the resident halls are full with 50 students on the waiting list. Trustee Arnold asked if any could be shifted to USF St. Petersburg and Regional Chancellor White indicated USF St. Petersburg could accommodate 100 students. Dr. Meningall noted that she felt that the student orientation helped to yield the numbers generated for the resident halls. She provided an update on state support for scholarships for first generation students. Dr. Meningall mentioned that a system-wide student government executive officer luncheon was planned. Discussions at the luncheon would involve collaboration, communication, and resource sharing. Dr. Meningall noted that the demolition of the Marshall Center was on schedule and reopening is slated for September 2008. Trustee Arnold asked if the existing Marshall Center would be taken down after the new Center is built and Dr. Meningall confirmed it would. Dr. Meningall provided an update on new hires within Student Affairs. Trustee Soran asked if the first-generation grants had been available the previous year and it was noted that the grants are new but it is hoped that the benefits will ensure future funding. He asked how the grants funded for USF compared to other State universities funding. Dr. Meningall clarified that funding is based on institutional budget size. Dr. Spector noted a concern about parking on campus and Trustee Arnold asked if the issue could be discussed after the agenda items. Dr. Meningall announced that the ribbon cutting for the USF St. Petersburg resident halls is scheduled for September 11.

Student Government Report

Trustee Harrison advised that Student Government wants to establish clear cut traditions for USF much like UF Gatorgrowl. They would like to have 2 large scale events in the Fall and 2 in the Spring. These events would be distinctive and say what it is to be a USF Bull. He noted that students complain that nothing is going on at USF where in fact there are many things happening but those things are overshadowed by other events happening in Tampa. Trustee Harrison noted Student Government will be putting together a business plan for the large scale events, which are expected improve enrollment and retention, and increase funding. Trustee Harrison advised that the Student Government
Leaders from across the State had met to discuss various issues such as enrollment increases and tuition increases. They would like to lobby the legislature to allow university libraries to serve as voting sites. He advised that USF Student Government is working with USA Today to provide free papers to all students across campus. Another initiative is to sell student tickets to the UCF game for $5. Trustee Harrison advised that a committee is looking at the fee increase proposal. Trustee Soran asked for further clarification regarding student funding and it was provided. Trustee Arnold asked if the $5 student ticket for the UCF game extended to regional campuses and it was noted it did not.

Approval of May 8, 2006 Minutes

Trustee Arnold asked if the minutes are approved as submitted. Trustee Harrison noted that he would like the minutes amended to read as follows: Page 6 – “He asked Trustee Harrison where he thought the students were most dissatisfied; Mr. Harrison noted that while students have varying issues they are not completely satisfied with, these issues are a byproduct of a privation of “excitement” on campus”. A motion was made to amend the minutes and seconded. The Workgroup unanimously approved the amended minutes of May 8, 2006.

Academic Affairs

Tenure Nomination as a Condition of Employment

Provost Khator presented the item. 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 as a part of the search process. Provost Khator asked that the Workgroup approve the individual listed.

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

USF St. Petersburg

USF St. Petersburg Faculty Nomination for Tenure as a Condition of Employment

Regional Chancellor White presented the item and noted that the USF St. Petersburg process is the same as Tampa. She provided an overview of the process. Dr. White asked that the Workgroup approve the individual listed.

A motion was made to approve and was seconded. Approved unanimously.
Discussion items:

Hurricane Preparedness

Dr. Carl Carlucci advised that the university is addressing the hurricane preparedness on two fronts – pre and post procedures. Dr. Carlucci advised that the university has the capacity to store 90,000 gallons of fuel and has purchased generators to support facilities that house animals and research as well as other facilities. The generators currently are not able to support air conditioning. In the event of a disaster USF will be used as a staging area for agencies such as TECO, Hartline, and local media. The Shriner’s Hospital will care for special needs children under age 15. The SunDome will be used for special needs individuals and be able to provide everything from fuel to food. Health clinics will also open to serve medical needs. Consultants have been asked to review the plan. Trustee Arnold noted that he was pleased to see the university moving forward with planning and that it is being made a priority. Inclusion of regional campuses should also be a consideration. Dr. Carlucci noted that each campus has a plan which will be reviewed by the consultant. If necessary the administration could relocate to USF Lakeland, where a hurricane hardened facility to house the administration is being considered. Trustee Arnold suggested that there are issues of insurance and liability when USF is used as a shelter and command center. Dr. Carlucci advised that agreements made with outside agencies are designed to hold the university financially harmless. Trustee Arnold expressed concern regarding insurance costs, deductibles, coverage, and liability exposure of the university. Trustee Soran asked about access to buildings and security. Dr. Carlucci advised that the buildings would remain locked and ID cards which would provide access to the buildings could be distributed to personnel as necessary. Trustee Soran asked about MIS back up and Dr. Carlucci advised that the data center in Tallahassee would back up all enterprise business systems including all human resource, financial, and student information. Trustee Arnold asked about back up of research data and Dr. Carlucci noted that there is no plan at present; the Provost is considering creating a chief technology officer position. Dr. Spector asked about backing up of the different servers on campus and Trustee Arnold suggested that to do so would be extremely expensive and complex. Trustee Arnold noted that it would be important to recover information and security would be a concern. Identification of a Chief Technology Officer is important. Dr. Carlucci advised that units have been encouraged to use IT servers as they are secure sites and are backed up regularly. He advised that a committee that includes faculty members to look at issues is being convened.

Parking

Dr. Carlucci reviewed the master plan, proposed parking facilities, locations, capacities, and areas they would serve. Trustee Arnold asked about revenues to cover the proposed parking facilities and Dr. Carlucci noted the costs would be covered by increased parking fees. With the increase in buildings there is an increase in the flow of traffic and need for parking. One answer to the additional traffic is to use public transportation. Trustee
Arnold noted that the university is out of space and there is a need to go vertical in buildings and to integrate functionality. Moffitt Cancer Center needs were discussed and it was noted that the Center had been invited to participate in discussions regarding the Master Plan. They had been advised that issues regarding parking will need to be addressed first before new buildings. Trustee Arnold suggested that a parking analysis would be beneficial and that a building plan be established and then shared via a formal letter to all parties concerned. He also suggested multi-purpose buildings. Dr. Carlucci noted that they are looking at parking issues in Lakeland now rather than later. Dr. Spector asked about a covered walkway from the buildings to the parking lots which is needed especially in rainy weather. It was felt that the costs would be prohibitive. Trustee Arnold commended Dr. Carlucci on decreasing the construction cost per space. Dr. Carlucci noted that the prices will probably increase. The Workgroup discussed costs for parking. It was noted that the increase in reserved parking can help fund future construction.

Meeting was adjourned at 3:50 PM.