University Board of Trustees  
Work Group on Academics and Campus Environment  
MINUTES  
May 8, 2006, 2:00 PM  
Marshall Center Room 296

Workgroup Members Present: Lee Arnold, Jr., Chair and Trustee; Dick Beard, Chair, Board of Trustees; Sherrill Tomasino, Trustee; Susan Greenbaum, Trustee and Professor, Department of Anthropology, and President, Faculty Senate; Frank Harrison, Trustee and President of Student Government; Jennifer Capeheart-Meningall, Vice President, Student Affairs; Carl Carlucci, Executive Vice President and CFO; Judy Genshaft, President, University of South Florida; Renu Khator, University Provost and System Vice President for Academic Affairs and Principal Staff to the Workgroup; 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: Delores Brown, Administrative Assistant, General Counsel; Guy Conway, Director, Student Affairs, Marshall Center; Trudie Frecker, Associate Vice President, Administrative Affairs; Dan Gardner, Office of Decision Support; Patricia Haynie, Associate Vice President, USF Health; Carol Hines-Cobb, Coordinator, Graduate School; Hank Lavandera, Associate General Counsel; Kelli McCormack-Brown, Interim Associate Provost and Dean, Graduate School; Michael Moore, Assistant Vice President, Decision Support; Judith Ponticell, Associate Vice President, Academic Affairs USF Lakeland; Steve Prevaux, General Counsel; Dwayne Smith, Vice Provost and Professor, Provost’s Office; Robert Sullins, Dean, Undergraduate Studies; Karen White, Regional Chancellor, USF St. Petersburg;

Call to Order:

Trustee Arnold opened the meeting at 2:05 p.m. Workgroup members introduced themselves. Trustee Arnold welcomed Trustee Harrison and asked him to provide a brief introduction.

Provost’s Report

Provost Khator welcomed Trustee Harrison. She provided an institutional profile update noting that USF has over 43,000 students enrolled and ranks 64th among national public research universities. Carnegie’s new rankings also place USF among the 95 institutions in the “very high research” category. Dr. Khator expressed pride in the students and announced that Katlyn Sioux Shelly, of Ft. Lauderdale, received a car from Zimmerman Partners and New Port Richey Hyundai for her outstanding performance in a class entitled “Car Wars: Lessons from the Biggest Marketing Battlefield in the World.” The USF Lecture Series has also been a huge success this year with such noted speakers as
Archbishop Desmond Tutu. Provost Khator noted that the faculty applying for tenure were outstanding and that USF has two professors who will be awarded the Distinguished University Professor title. Dr. Khator provided an overview of executive searches completed and ongoing at USF. She noted that the legislative budget update had been presented at the Fiscal Affairs Workgroup meeting. She thanked the Trustees for their support with the legislative budget requests.

**Faculty Senate Report**

Trustee Greenbaum noted that Faculty Senate had formed two committees. The first committee is dealing with departmental governance issues and is generating recommendations for adoption of guidelines for faculty governance. An extensive study of departmental governance at USF has been completed. Each department will determine its own guidelines in compliance with University policies and procedures. She noted that some faculty felt that if they followed the guidelines provided by the Provost’s Office it might not reflect true independent faculty governance. The committee is reviewing this issue. The second committee is charged to develop a constitution for USF and establish process for writing the document. The committee is chaired by Dr. Bird. Trustee Greenbaum provided a brief overview of the University Community Engagement committee. She noted that the Faculty Senate elections experienced technology difficulties and provided an update on the election process. Trustee Greenbaum introduced Dr. Michael Barber who is the new Faculty Senate President effective first of August.

**Student Affairs Report**

Dr. Meningall announced that arrests had been made in the on-campus murder of a former USF student. She commended and thanked the USF Police Department and the Tampa Police Department for their collaboration and resolution of the case. Dr. Meningall noted that the student government elections had been interesting and congratulated Frank Harrison on his election. She noted that she felt there was much work to be done regarding the election process and addressing concerns of students. Dr. Meningall noted that the Marshall Center design was underway and that the new building promises to make a difference for campus life and the community. Recreational and health facilities are also in need of space. Dr. Meningall noted that USF Police Chief Johnson is retiring and that Thomas Longo has accepted the position of Chief effective May 22, 2006. Dr. Meningall reviewed other changes in staff and ongoing searches. Student Affairs is also looking at funding and fiscal strength – what adjustments and changes will need to happen in order to meet the goals. A development plan is being written and a case statement is almost complete. Dr. Meningall spoke about the purpose and focus of Student Affairs and noted that she felt the business of Student Affairs is “Inspiring learning, Changing Lives – One student at a time.”
**Student Government Report**

Trustee Harrison noted that it was his first day on the job and that he was glad to be here. He noted that cabinet member interviews were underway. Trustee Harrison provided a brief overview of the Visibility Campaign. The May 15th issue of the Oracle will have an article describing the goals of the campaign. This information will also be available online.

**Approval of February 20, 2006 Minutes**

The Workgroup unanimously approved the February 20, 2006 minutes.

**Academic Affairs**

**Reinstatement of MS Audiology Degree**

Provost Khator asked Dr. Moore to present the item. Dr. Moore noted that this was a technical change. In December 2004, the Board of Trustees authorized the Department of Communication Sciences and Disorders in the College of Arts and Sciences to terminate the MS degree in Audiology. The rationale for termination was that with implementation of the Doctor of Audiology (AuD) program, student demand for the MS would disappear, as effective 2006, only graduates of AuD degree programs can be licensed to practice audiology. While MS degrees in Audiology are no longer viable in the US for the purpose of achieving professional training as an audiologist, the Department has found that a number of students seeking admission to the PhD program in Communication Sciences and Disorders lack the required master’s degree. The Department, with the approval of the College, proposes to reinstate the MS in Audiology with a non-clinical emphasis to accommodate potential PhD students interested in the area of hearing. The MS in Audiology is a fully approved program that is listed on the State University System Academic Degree Programs Inventory. Reinstatement of the program will enable the Department to begin accepting applications from qualified students. Thus the Department and College, with the approval of the Provost, are requesting that the Board of Trustees rescind the termination action of December 2004 and authorize reinstatement of the MS Audiology degree program. In response to a question from Chairman Beard it was noted that the program would be small but the Department did not want to turn potential doctoral students away. This change has no significant resource implications.

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

**Designate System President to approve the establishment of University Institutes and Centers within the USF System.**

Dr. Moore presented the item and noted that it was also a technical issue. The Board of Governors Policy Guideline #PG 04.07.27 establishes policies and procedures for approving, classifying, operating, reviewing, and disbanding institutes and centers in the
State University System. The Policy Guideline provides in part that “each university president or provost, if so designated by the trustees, may grant authorization for the development and implementation of University institutes and centers” (as opposed to State of Florida institutes and centers which require approval by the Board of Governors). The System Office of Academic Affairs proposes a process for establishing University institutes and centers within the USF System whereby the Provost, the Vice President for USF Health, and regional campus CEOs may approve the establishment of University institutes and centers within their organizational units, with implementation conditional upon ultimate approval by the System President. Chairman Beard asked how much money is involved in institutes and centers and it was noted that some have significant funding. The Board of Governors maintains a list of approved Institutes and Centers and the President’s signature is required at the university level. Trustee Arnold asked that Trustees be notified when approvals are being requested.

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

**Faculty Nominations for Tenure**

Dr. Smith presented the item. Points about tenure in American universities were reviewed. He noted that this is a 7 stage process including review by the department, college, Provost’s Office and President. Dr. Smith noted that eligible faculty can apply and be deferred, withdrawn, or denied and he described each category. Chairman Beard asked about exceptions and levels of approval and how tenure is granted when an applicant is not approved at a lower level. Provost Khator and Dr. Smith clarified the process and indicated that at each level in the process a recommendation is made and that recommendations can be positive or negative. A final recommendation to approve or deny tenure rests with the Provost and President. Trustee Arnold noted that the University Summary provides an overview of the results and that there is not a 100% approval. Provost Khator noted that awarding tenure is a major investment by USF therefore a close scrutiny of applications is imperative.

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

**Tenure Nominations as a Condition of Employment**

Dr. Smith presented the item and noted that the individuals listed are being nominated by the President for tenure 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 as a part of the search process. Chairman Beard asked about hiring
faculty with less than a 1.0 FTE appointment and how that would affect awarding of tenure. It was noted that it in some cases that does happen and the process was clarified.

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

**AY 2007/08 Legislative Budget Requests**

Provost Khator presented the item. She advised that there are 21 requests for a total of $22.5 million. The information has been reviewed and approved by the Fiscal Affairs Workgroup. The budget requests are subject to approval by the Legislature. Trustee Arnold commended the hard work that had gone into the development and selection of proposals and noted that this item should go on the consent agenda for the BOT meeting.

A motion to approve was made and seconded. Approved. Trustee Greenbaum recused herself from the vote as she had authored one of the proposals.

**USF St. Petersburg**

**USF St. Petersburg Faculty Nominations for Tenure**

Regional Chancellor White presented the item and provided an overview of the applications. She noted that 3 external reviewers from other Universities have also reviewed the applications. Trustee Arnold asked if the Campus Board had approved the item and it was clarified that tenure nominations come directly to the ACE workgroup and then on to the BOT.

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

**Office of General Counsel**

**Regulation No. USF 1-009, “Graduate Catalog of the University of South Florida System,” and referenced catalog.**

Mr. Prevaux presented the item. Regulation USF 1-009, is proposed to incorporate the Graduate Catalog and update the information provided in the referenced Catalog. The catalog includes information on admissions, degree requirements, curricula offerings, and facilities. Mr. Prevaux noted that the catalog is a very large document and the changes reflect changes made during the year. Dr. Kelli McCormack-Brown provided a summary of the changes. Trustee Arnold asked if the changes were presented to the Cabinet and Mr. Prevaux clarified that catalog approval is an academic process involving approval by faculty councils. The 2006-07 proposed revisions to the catalog have been reviewed and approved by the respective program and college; the University Graduate Council; and the University Graduate School. Dr. Meningall asked if the Code of Conduct was in the Graduate Catalog and it was confirmed that it was.

A motion to approve was made and seconded. Approved unanimously.
**Information Items**

**USF Lakeland Strategic Plan**

Dr. Ponticell presented the item to update the Workgroup on the progress of the USF Lakeland Strategic Plan. Nine Strategic Goals were presented. Chairman Beard asked if Goals 1 and 3 addressed the creation of colleges. Dr. Ponticell explained that the areas of focus represent only areas for program development not organizational units. Chairman Beard asked about Goal 7 and how long the current facilities would be usable. Dr. Ponticell indicated that the partnership with Polk Community College would be an ongoing collaboration. Dr. Ponticell noted that the strategic plan was reviewed with Dr. Goodman, incoming Vice President and CEO of USF Lakeland. Further revisions may be made after his arrival on campus. Trustee Arnold commended Dr. Ponticell on the huge amount of work to date and confirmed that the response from the ACE Workgroup is positive. He asked that the USF Lakeland strategic planners re-think the mission statement. He emphasized that the USF Lakeland plan should dovetail with the USF System Strategic Plan and expressed concern that the mission statement reads like a value statement. The mission statement should indicate what the campus would look like in 10 years. Dr. Ponticell thanked the Workgroup for their support and the opportunity to share the strategic plan. She will relay the comments to Dr. Goodman.

**Reinvention of the Division of Student Affairs at Tampa Campus of the University of South Florida**

Dr. Meningall presented the item and provided an overview of the changes within Student Affairs noting previous and future roles. She described the purpose and vision of Student Affairs and highlighted what they plan to accomplish and what can be expected. Dr. Meningall shared that she has met with 200 – 300 students, faculty and staff groups to find out what they feel is the role of Student Affairs. Dr. Meningall reviewed and described the Goal Clusters - Healthy Capable Students, Positive Learning Environments, Community Building and Advocacy, External Support, Persistence to Graduation and Engagement & Involvement. The plan is for students to have a total collegiate experience. Trustee Arnold commended Dr. Meningall for her hard work. He asked Trustee Harrison where he thought the students were mostly dissatisfied. Trustee Harrison also noted the great work by Dr. Meningall. Trustee Arnold thanked Dr. Meningall for the great job she is doing. Dr. Meningall indicated that they are “Inspiring Learning, Changing Lives – One student at a time.”

Meeting was adjourned at 3:57 p.m.