University Board of Trustees
Work Group on Academics and Campus Environment
MINUTES
May 3, 2007, 1:00 – 3:00 PM
Marshall Center Room 296

Workgroup Members Present: Lee Arnold, Jr., Trustee and Chair; Robert Soran, Trustee and Vice Chair; Michael Barber, Trustee and President of the Faculty Senate; Frank Harrison, Trustee and Student Government President; Debbie Sembler, Trustee; 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 Educational Outreach, Staff Liaison to ACE; Amy Petrie, Special Assistant to Vice President for Student Affairs; Ron Hanke, Associate Director, Facilities Planning; Dale Johnson, Professor, Department of Physics; Barbara Sparks-McGlinchy, Associate Director, Intercollegiate Athletics; Paul Spector, Professor, Department of Psychology

Guests: Bertha Alexander, Director, University Budgets; David Armstrong, Student Government; Kevin Banks, Assistant Vice President and Dean of Students, Student Affairs; Glen Besterfield, Assistant Dean and Associate Professor, Undergraduate Studies; Jennifer Brack, Student Government; Josh Bresler, Director, University Budgets, USF Lakeland; Guy Conway, Director, Student Affairs, Marshall Center; Barbara Donerly, Architect, Facilities Planning; Delcie Durham, Associate Provost for Research and Dean of the Graduate School; Joe Eagan, Assistant Vice President, Administrative Affairs; Ben Ellinor, Associate Vice President, USF Sarasota-Manatee; Adam Emerson, Reporter, Tampa Tribune; Kent Fanning, Associate Dean, College of Marine Science; R. B. Friedlander, Deputy General Counsel, Office of General Counsel; Trudie Frecker, Associate Vice President, Administrative Affairs; Daniel Gardner, Senior Director, Office of Decision Support; Judy Genshaft, USF President; Jim Grant, Director, Facilities Planning, USF St. Petersburg; Barclay Harless, President, Student Government; Patricia Haynie, Associate Vice President, USF Health; Sheila Holbrook, Coordinator, Administrative Services; Bob Jolly, Director, College of Marine Science; Ron Jones, Dean, College of Visual and Performing Arts; Stephen Klasko, Vice President, Health Sciences Center; Barton Lee, Associate Dean, College of Visual and Performing Arts; Tom Longo, Director, USF Police; Jeff Mack, Assistant Vice President, Administrative Affairs; Janet Moore, Associate Dean, Undergraduate Studies; Michael Moore, Associate Vice President, Office of Decision Support; Greg Paveza, Program Director, USF Lakeland; Derrie Perez, Dean, Tampa Campus Library; Steve Prevaux, General Counsel; Abdul Rao, Associate Vice President, USF Health; Dwayne Smith, Vice Provost and Professor, Provost’s Office; Kevin Sneed, Assistant Professor, USF Health; Robert Sullins, Dean, Undergraduate Studies; Steve Tauber, Faculty Senate; Tracy Tyree, Associate Vice President, Student Affairs; Cindy Visot, Chief of Staff; Karen White, Regional Chancellor, USF St. Petersburg; Ralph Wilcox, Vice Provost, Provost’s Office
Call to Order and Comments:

Trustee Arnold opened the meeting at 1:01 p.m.

New Business – Action Items

a. Approval of Minutes – April 5, 2007

The Workgroup unanimously approved the April 5, 2007 minutes.

b. New Degree Program: MS in Marketing

Provost Khator presented the item. The Marketing Department in the College of Business Administration is proposing a new degree program, the M.S. in Marketing. This degree is more specialized than the M.B.A. degree currently offered by the College. She noted that the proposed program has been reviewed and recommended for advancement to the Board of Trustees by the appropriate Department and College committees, the USF Graduate Council, and the Academic Affairs Management Council. All resources necessary for implementation of the proposed program are in place. This program will contribute to the Strategic Plan.

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

c. New Degree Program: MA in Urban and Regional Planning

Provost Khator presented the item. The Department of Geography in the USF Tampa College of Arts and Sciences is proposing a new degree program, the Master’s in Urban and Regional Planning. The proposed program is designed to train students to become planning practitioners able to work in a variety of public and private sector environments in a number of different fields. The proposed program has been reviewed and recommended for advancement to the Board of Trustees by the appropriate Department and College committees, the USF Graduate Council, and the Academic Affairs Management Council.

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

d. Faculty Nominations for Tenure

Provost Khator introduced Dr. Dwayne Smith who presented the item. He provided an overview of the tenure nominations and University Summary. He noted that 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 nominees will make a significant professional contribution to the University and the academic community in general. If approved, tenure will be awarded effective August 7, 2007.

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

e. Tenure Nominations as a Condition of Employment

Provost Khator introduced Dr. Dwayne Smith who presented the item. He noted that Administrators such as the President, Provost, Deans, Chairs, and senior faculty, who are recruited to the University of South Florida are normally 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.

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

f. Program Approval for Additions/Changes to the 5-Year Capital Improvement Plan

Dr. Wilcox presented the item. Last year’s Capital Improvement Plan (CIP) for 2007-08 through 2011-12 did not reflect USF’s strategic vision of becoming eligible for membership in the Association of American Universities (AAU). Accordingly, changes are being recommended to (a) better align USF’s Five Year CIP with the University’s strategic goals (particularly with regard to providing adequate research space to new faculty and to support an expanding research agenda); (b) ensure adequate instructional space to support USF’s approved five-year enrollment growth plan (enhanced access and time to graduation); (c) to address the deteriorating environmental conditions of existing buildings (e.g. SOC Building), and (d) to ensure greater consistency with the BOG guidelines and priorities for requesting fixed capital outlay funds for 2009-09. The proposed CIP has been approved by the Provost, Deans, and the Faculty Senate. The project priorities, 2011-2012 space needs, five-year CIP and legislative budget request were reviewed. Dr. Wilcox and President Genshaft reviewed the process and establishment of the project priorities. An overview of the priorities was provided. It was noted that previously approved items were not on the list and that the list reflects new requests. Trustee Barber noted that the spreadsheet was very helpful and that faculty appreciated the opportunity for input. Comparisons to other universities were discussed. AAU or Carnegie criteria for ratings and its impact on the plan were discussed.

A motion was made to approve and was seconded. Approved unanimously.
g. Impact Approval for Additions/Changes to the 5-Year Capital Improvement Plan

Pursuant to Sections 216.0158, 216.043 and 1013.64, Florida Statutes, the submission of the Florida Board of Education Division of Colleges and Universities 2008-2009 Fixed Capital Outlay (FCO) Budget Request requires that each college and university update its Capital Improvement Plan (CIP). Once each project is funded, and a site location is identified, the Campus Development Committee will review impacts to land use, parking, and other infrastructure and make recommendations to ACE on site location. An overview of the analysis of new CIP list for Tampa Master Plan and Educational Plant Survey Impacts was provided. Academic projects receiving funding in 2008-09 and 2009-10 were reviewed. Proposed sites for parking were reviewed and it was noted that the actual locations may change. Changes will be brought back to the ACE Workgroup. The need for additional classrooms was discussed.

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

h. Associate in Arts Certificate Regulation USF 3.019

Mr. Prevaux presented the item. The USF regulation 3-019 and Policy 10-025 are of the same subject which causes confusion. The Policy can be eliminated because there is statutory authority that allows the University to retain and amend the regulations. The state requires universities to offer the certificate. It was asked what the impact on students would be and it was clarified this change will make it easier to accommodate student needs.

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

i. Faculty Nominations for Tenure – USF St. Petersburg

Regional Chancellor White presented the item. The nomination process was reviewed. President Judy L. Genshaft and USFSP Regional Chancellor Karen A. White have certified that the nominations for tenure have met the requirements and conditions contained in University Rules, Policies, and Procedures. They are satisfied that the nominees will make a significant professional contribution to the University and the academic community. If approved, tenure will be awarded effective August 7, 2007.

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

j. New Degree: Doctor of Pharmacy

Vice President Klasko presented the item. University of Florida College of Pharmacy (UFCOP) and University of South Florida/Health (USF/Health)
through their respective Boards of Trustees seek to explore the development of a UFCOP branch campus PharmD program to be located at USF/Health, Tampa campus. This initiative is in response to the critical shortage of qualified pharmacists nationally, but specifically in the Central Florida area and across the State of Florida. USF/Health and UFCOP are discussing collaborative education/research/service opportunities which include, in addition to the PharmD program, distance learning with non-US institutions, interdisciplinary family health, and the Institute for Healthcare Improvement/Health Professions collaborative. USF/Health in its strategic planning has identified pharmacy as a workforce shortage to be addressed; partnering with UFCOP facilitates the development of the professional degree (PharmD) in an efficient manner in terms of both time and resource requirements. The initial enrollment of 100 students is planned for fall 2008 with 50 students at USF Tampa and 50 at USF St. Petersburg. The memorandum of understanding (MOU) for the proposed PharmD program will address responsibilities of the respective institutions to assure that the academic processes, resource requirements, and student issues are properly addressed. If both institutions concur with the proposed action, the Board of Governors will be asked to approve a Letter of Intent to establish the PharmD program at its June 2007 meeting. Dr. Klasko noted that it is an accelerated process and that the Board of Governors is excited about the collaborative effort. An overview of future impact was provided. Trustee Soran asked how many universities in Florida have a College of Pharmacy and it was advised that there are 6 – 2 public universities (UF and FAMU) and 4 private universities. There was a discussion regarding the proposed action and it was decided to amend the action to read “Approve the establishment of a joint Pharm.D. program between the University of Florida College of Pharmacy and the University of South Florida and continued movement towards a USF College of Pharmacy”.

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

k. **USF System Governance**

President Genshaft presented the item. The University of South Florida is comprised of two institutions accredited by the Southern Association for Colleges and Schools (SACS). USF accreditation includes main campus, USF Health, USF Sarasota-Manatee, and USF Lakeland. USFSP is separately accredited. As the system continues to evolve, a guiding set of governing principles is needed to articulate and clarify roles and responsibilities. Both the Florida Board of Governors and SACS requested USF to articulate roles and responsibilities of the Board of Trustees, Campus Advisory Boards, institutional leaders and stakeholder groups with regard to university-wide and campus/institutional governance. Adoption of the “Governance Principles for Strengthening the USF System” provides important articulation of roles and responsibilities of the member institutions/campuses of USF. The governance principles helps address requests from the BOG, SACS, and key internal and external constituencies. President
Genshaft provided an overview of the establishment of the document and noted that it has had numerous reviews. Trustee Arnold thanked those involved in the process for their hard work and noted that the document is a good first step. Authority of the councils was discussed and clarified. President Genshaft advised she would attach a copy of the Councils’ charters. It was noted that the item should be placed on the regular agenda at the full Board of Trustee’s Meeting on 5/31/07.

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

I. Strategic Plan

Vice Provost Wilcox presented the item. He noted that the Strategic Plan is a blueprint for action for the next 5 years and provided an overview of the history of the plan. Dr. Wilcox reviewed the Compact Planning Process – Priorities, Pathways, and Progress. He also reviewed Shaping Our Future: Transforming Higher Education for Global Innovation, USF Strategic Plan, 2007-2012. An overview of the vision, goals, distinctive themes and performance measures 1-5 along with investments for USF 2012, next steps and compact plans were provided. Information regarding the Strategic Plan performance Metrics, 2007-2012 was reviewed. Trustee Arnold commended Dr. Wilcox for the work on the Strategic Plan and noted he was glad to see the plan moving forward.

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

New Business – Discussion Items

a. Undergraduate Student Success

Dr. Glen Besterfield presented the report. Explanation of terminology and performance history was provided. The challenges, complexities, and opportunities were also reviewed. Comparisons of USF, FSU, UF, UCF, national peers, aspirational peers and select public AAU institutions were noted. Accomplishments, initiatives, and goals for retention and graduation were reviewed.

IV. Comments:

Provost’s Report

Provost Khator provided an update on ongoing searches - Dean of College of Engineering, Dean of Marine Science, Dean of Louis de la Parte Florida Mental Health Institute, and Dean of Libraries. She announced that Dr. Richard Gitlin will be joining USF College of Engineering as a distinguished Scholar on August 7, 2007 and she provided an overview of his credentials. Dr. Khator reviewed
interdisciplinary efforts and strategies. Information regarding funding of graduate education was provided and an overview of areas of consideration was noted. Provost Khator noted that the university is taking large steps and within 3 years results will be evident. Trustee Arnold thanked Provost Khator for her hard work.

**Faculty Senate Report**

Trustee Barber presented the report. He expressed his appreciation to Provost Khator for inclusion in the University governance issues and planning. He felt that faculty involvement is very important and valued. He noted that the Faculty Senate has met for the last time this academic year and commended the Senators for their hard work. Trustee Barber noted the he had received input from 60 Senators who responded to the Faculty Senate Survey. He will be reviewing the comments over the summer for planning purposes for next year. He provided a brief overview of the Senate election and noted that all offices have been filled. The Senate will be discussing ideas on how to restructure faculty senate meetings to enhance participation. Trustee Barber announced the retirement of Dr. Roy Weatherford as President of the UFF. Dr. Sherman Dorn will replace Dr. Weatherford.

**Student Affairs Report**

Dr. Meningall presented the report. She noted that Student Affairs hosted the 1st USF Leadership Golden Bull Awards and an overview of the event was provided. Dr. Meningall acknowledged several students for receiving national recognition and awards. She expressed her sadness and concern regarding the Virginia Tech incident noting the impact on all universities and especially USF. Issues that arose as a result of the incident are USF’s emergency response plan, ability to communicate to USF members, mental health issues and identifying at-risk individuals, and campus safety and security. The issues are of great concern and are being discussed internally and externally. Dr. Meningall noted that the media are very interested. She discussed issues such as the retention and need of additional police officers, mechanisms of notification in case of emergency (how and when), MoBull Text messaging and addressing at-risk students. A campus-wide workgroup is being convened to look at the issues. The issue is also being reviewed at the State level. Dr. Meningall expressed that it is a very complex issue with many layers and concerns. Trustee Arnold noted his sadness and horror regarding the Virginia Tech incident and the important of security and safety for all campuses.

**Student Government Report**

Trustee Harrison presented the report. He announced the election results for Student Government and introduced Mr. Barclay Harless who will serve as President. A brief overview of the A&S budget, the allocation, and status was provided. Differential tuition and technology fees were discussed. President
Genshaft and Trustee Arnold thanked Trustee Harrison for all the good work during the past year and noted that they looked forward to working with Mr. Harless.

Trustee Arnold asked if there were any new items for discussion. Hearing no new issues, the meeting was adjourned at 3:51 pm.