I. Call to Order and Comments:

Trustee Arnold opened the meeting at 1:05 p.m.

II. New Business – Action Items

a. Approval of Minutes – November 6, 2007

The Workgroup unanimously approved the November 6, 2007 minutes.

b. Approval of Minutes – November 20, 2007

The Workgroup unanimously approved the November 20, 2007 minutes.

c. Paths to Mission Differentiation

Trustee Arnold noted that this item is for review and approval. After approval by ACE it will be sent on for consideration by the Full Board of Trustees at the March 20th meeting. Trustee Arnold requested that the item not be placed on the consent agenda. Dr. Wilcox presented the item and noted it is a critical document in the evolution of the USF system. There are three components to the document – 1) establishment of separate IPEDS (Integrated Postsecondary Education Data Systems) reporting for USF Tampa, USF St. Petersburg, USF Sarasota-Manatee, and USF Lakeland, beginning with the 2008-2009 academic year; 2) provision for separate participation in the Voluntary System of Accountability (VSA); and, 3) a plan and timeline to achieve separate accreditation, by SACS, for USF Sarasota-Manatee and USF Lakeland by 2012. The document reinforces the authority of the USF Board of

Trustees and President; and recommends actions which will further clarify and strengthen the complementary missions of USF Tampa, USF St. Petersburg, USF Sarasota-Manatee, and USF Lakeland, so allowing them to better meet the needs of the communities they serve. Dr. Wilcox noted that they have looked at multi-campus institutions across the United States and there are a variety of models. USF has some constraints due to Florida Statues. The Paths document is consistent with legislative language. Trustee Arnold noted his concern about duplication of programs and costs. He added that the approval of the Paths to Mission Differentiation document may require changes to the USF Strategic Plan.

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

d. Approve Amendment to Residence Halls Regulation USF 6.013 which would require FTIC students who live outside of Hillsborough, Pasco, and Pinellas counties to reside in on-campus University housing

Dr. Meningall presented the item. She noted that the USF Strategic Plan emphasizes the importance of on-campus housing and its impact on student success which has been a focus of Student Affairs. AAU institutions typically have 25+% of their undergraduate students residing on-campus. She introduced Tom Kane, Director, University Housing, who provided an overview of the proposed housing requirements for USF Tampa. He reviewed guidelines, exemptions, timelines for exceptions and appeals and noted that it has been reviewed by current and prospective students. The regulation also includes the requirement to show proof of compliance with University Immunization Policy #33-002, including the immunization for Meningitis and the waiver/immunization requirement for Hepatitis B. The regulation will be in place by 2009. Trustee Soran asked about immunization for students residing off-campus and it was noted that State law only requires collection of immunization information for students residing on-campus but USF is going further by collecting immunization information for students residing both on- and off-campus. Trustee Soran asked if other SUS institutions require the immunization policy and it was clarified they do not. Dr. Meningall noted that the Board of Governors is looking at the immunization policy for all institutions. Trustee Flowers asked if the residence halls were at capacity and it was noted they are at 97% capacity. Dr. Kane clarified that the mandatory housing requirement would not be implemented until 2009 and by that time the new Magnolia Hall would be complete. Magnolia Hall will provide for an additional 1,000 beds; it is anticipated that mandatory housing would increase demand by approximately 500 beds. Resident parking is being reviewed and it is believed ample parking will be available.
A motion was made to approve and was seconded. Approved unanimously.

e. Authorize revised Regulation USF 1.005 and revisions to the 2008-09 Undergraduate Catalog

Dr. Wilcox invited Dr. Bob Sullins, Dean of Undergraduate Studies, to present the issue. Regulation USF 1.005, is proposed to incorporate the Undergraduate Catalog and update the information provided in the referenced Catalog. The catalog includes information on admissions, articulation, degree requirements, curricula offerings, and facilities. A brief review of the major revisions was provided. The revisions have been approved by all appropriate governance Councils.

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

f. Authorize revised Regulation USF 1.009 and revised 2008-09 Graduate Catalog

Dr. Wilcox invited Dr. Brent Weisman, Associate Dean, Graduate School to present the issue. 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. Dr. Weisman provided a brief overview of changes and noted that the 2008-09 proposed revisions to the catalog have been reviewed and approved by the respective programs and colleges; the University Graduate Council; and the Graduate School. Trustee Arnold asked how these changes will affect the regional campuses and it was clarified that USF Lakeland and USF Sarasota/Manatee are included under this catalog. When they obtain separate accreditation they will also submit catalogs for consideration. USF St. Petersburg will submit catalog changes at the February 14th ACE meeting.

A motion was made to approve and was seconded. Approved unanimously.
III. Updates:

**Provost’s Update**

Dr. Dwayne Smith, Senior Vice Provost, presented the update. He introduced the new administrators in the Office of the Provost - Associate Provost Tapas Das and Associate Vice President Linda Whiteford. Dr. Smith also recognized the new Interim Dean for Marine Science, Dr. William Hogarth and the new Dean of Libraries, Dr. William Garrison. Dr. Garrison will replace Dr. Derrie Perez. He thanked Dr. Perez for her leadership. Dr. Smith also welcomed Mr. Michael Pearce, Chief Technology Officer who will oversee Academic Computing. Dr. Smith noted that Dr. Michael Moore will now be overseeing the Academic Affairs budget in addition to his current role as Associate Vice President, Office of Decision Support. Dr. Smith noted that President Genshaft will present a web cast with an update on budget issues. The web cast will be available Friday, January 18. Dr. Leellen Brigman provided an update on Spring enrollment. She noted that enrollment is up. USF enrolled 43,022 students for the spring 2008. This is an increase of 1,303 students (+3.1%) compared to last spring. Dr. Brigman provided an overview of information regarding new students, diversity, campus enrollments, and update of Freshman Class of 2011, and new policies program and procedures. Trustee Arnold ask if a report can be sent to the Board of Governors that highlights planned and actual enrollment? Dr. Moore advised that USF is not in peril of having to return monies.

**Student Affairs Update**

Dr. Jennifer Meningall advised that Student Affairs have had a strong but smooth and uneventful start for Spring 2008. She advised that student-led groups are working with faculty and staff on several events, one of which is the University Lecture Series. Dr. Maya Angelou was invited to speak as part of the Lecture Series and the Martin Luther King celebration. There were over 5100 people in attendance. Dr. Meningall advised that 2200 students have signed up for the Stampede for Service which is an effort by students to provide service to the community. She provided an update on the Alternative Student Spring Break and the planned trip to Costa Rica. Dr. Meningall also provided an update on civic engagement and efforts to eliminate illegal downloading. She thanked CTO Michael Pearce for his efforts to enable students to download items legally.

**Faculty Senate Update**

Trustee Michael Barber presented the update and noted that the Faculty Senate is working on several issues. Some of the issues are elections for new members and officers of the Faculty Senate; undergraduate grading systems and the A+ system; meeting with the UFF to discuss a number of topics including lines of communication; and gender specific emeritus titles. Trustee Barber commended
the Budget Advisory Task Force for their hard work and thanked the Provost’s Office for inviting the Faculty Senate to be a part of the interviews for the new positions within the Office of the Provost. He advised that the Faculty Senate thanks President Genshaft for coming and speaking to the Senate about the budget and noted it is important for the faculty to be kept apprised. Trustee Barber noted that a Faculty Senate Committee has been charged to review Tenure and Promotion guidelines. The Senate will also be looking at the governance rules for regional campuses.

Trustee Arnold noted that the Board of Trustees appreciates the Faculty Senate’s spirit of cooperation, communication, and unity. This type of atmosphere is helping the University move forward. He asked that Trustee Barber please pass on his thanks to all in the Faculty Senate.

**Student Government Update**

Trustee Garin Flower provided the update and noted he was very excited about the wonderful start to the Spring semester. He advised that Student Government has several projects under way. Some of the projects noted were the Safety Awareness Seminar provided by the USF Police Department, FBI, and Campus Safety; the return of the Miss USF Event which will include the Mr. USF title; speeches scheduled for February; student organizations and new directions; Stampede of Service scheduled for Saturday. He also provided an update on the Florida Student Organization and lobbying efforts in Tallahassee; and the establishment of a Blog to better reach the student population.

Trustee Arnold thanked everyone for their reports. He welcomed Trustee Gene Engel. Trustee Arnold asked if there were any new items for discussion. Hearing no new issues, the meeting was adjourned at 2:30 pm.