I. Call to Order and Comments:

    Trustee Arnold called the meeting to order at 1:09 p.m.

II. New Business – Action Items

a. Approval of Minutes – August 21, 2008

    Trustee Branch requested changes to the minutes. The minutes will be amended to reflect two changes. A motion was made to approve the minutes as amended and seconded. Approved unanimously.

b. New Regulation 3.025 – Academic Disruption

    Provost Ralph Wilcox presented the item and noted that the regulation is consistent with the Board of Governors resolution. It is proposed to repeal the current regulation 3.0015 on academic dishonesty and disruption and adopt two new regulations. The regulation on Academic Disruption is intended to clarify what constitutes disruptive behavior and authorizes faculty and administration as well as the Office of Student Rights and Responsibilities to initiate disciplinary proceedings and sanctions.

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

c. New Regulation 3.026 – Academic Integrity of Students

    Provost Ralph Wilcox presented the item and noted that the regulation is consistent with the Board of Governors resolution. It is proposed to repeal the current regulation 3.0015 on academic dishonesty and disruption and adopt two
new regulations. Provost Wilcox described the proposed adoption of regulation 3.026 Academic Integrity of Students. The regulation sets forth the academic standards of honesty and integrity and is intended to clarify what constitutes violation of academic honesty and integrity. It provides recommended sanctions and has specific items related to cheating, plagiarism, and research misconduct among other unacceptable behaviors. Trustee Arnold confirmed that the purpose was to repeal the current regulation 3.0015 and adopt the new regulation 3.026, Academic Integrity of Students.

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

d. **Testbed for Rehabilitative Robotics and Assistive Technologies Facility location**

Provost Ralph Wilcox presented the item. He noted that it represents a line item amendment to the current USF Master Plan. The Testbed for robotics to support Dr. Robin Murphy’s research team was established with funding provided by Congressman Young. Dr. Murphy has since left the University. The Testbed has a new purpose and will provide a home for research on Rehabilitative Engineering Robotics and Assistive Technologies in the College of Engineering. Dr. Wilcox introduced Dr. Rajiv Dubey, Chair of the Department of Mechanical Engineering and Director of the Center for Rehabilitation Engineering and Technology. Dr. Dubey presented a PowerPoint presentation and provided an overview and background on the plans for the Testbed. He reviewed the mission, objectives, cross-disciplinary functions, areas of focus, examples of projects, site plans, floor plans, partners – interdisciplinary and multi-institutional, current funding, sustainability – funding agencies, and what makes the center unique. Trustee Soran asked about opportunity for technology transfer and it was confirmed there were opportunities and examples were provided. Trustee Engle asked if there was room for expansion and it was confirmed there was. Trustee Arnold noted that the plans indicate there is parking associated with the site.

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

e. **USF Educational Plant Survey**

Mr. Joe Eagan presented the item. He provided a brief overview and history of the survey and noted it is a system-wide document that includes all campuses. The survey has undergone a rigorous review. Trustee Arnold asked if it was possible to take the analyses and create bar graphs to help clarify what square footage USF has versus what is needed per project. It would be helpful to clarify where the shortfalls are. Mr. Eagan shared that the matrix is provided by the Board of Governors but that it could be translated into something that would help to clarify the needs.

A motion was made to approve and was seconded. Approved unanimously.
f. **USF St. Petersburg Strategic Plan**

Regional Chancellor Karen White presented the item. She introduced and welcomed Dr. Norine Noonan, Vice Chancellor for Academic Affairs, USF St. Petersburg. A PowerPoint presentation of the Strategic Plan for USF St. Petersburg was provided and reviewed by Dr. White. Items noted were the Mission, Vision Statement, USFSP Strategic Goals: 2008-2013, and a comparison of USF and USFSP strategic goals. Trustee Sembler noted that the USFSP Campus Board approved the draft of the Strategic Plan at their last meeting. Trustee Arnold thanked Trustee Sembler for her leadership.

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

III. **New Business – Information Item**

a. **Technology Fee**

Mr. Michael Pearce presented the item and noted that Florida Statute 1009.24 allows for the ability to collect a 5% University technology fee. A PowerPoint presentation was provided and reviewed. Trustee Soran asked if the fee was 5% above any other fee and it was noted it was. He also asked if it was to be included in any award under the Florida Bright Futures program and it was noted it was not. Mr. Pearce shared that the fee is based upon the current tuition and amounts to approximately $60 per semester for an undergraduate carrying a full load and approximately $100 per semester for a graduate student. Trustee Branch asked if there was currently an IT fee and if this would raise it or is there currently no IT fee. Mr. Pearce confirmed that currently there is no IT fee Trustee Arnold Expressed concern about managing risk associated with IT. Mr. Pearce stated that his new organization includes a group that looks at security. Trustee Arnold noted that the standardization and economy of scale is also of concern. Mr. Pearce advised that they have established a University Standards Board and that a technology acquisition policy is in place that has generated since January approximately $300,000 in savings Dr. Wilcox pointed out that the Community Colleges in the State of Florida have been charging the IT fee for a number of years. It has taken some time for the State University System to convince the Legislature that this would be a wise move. Within the past three months the University has invested approximately $1.5 million in instructional technology upgrades that could not wait until next Fall when this fee will be implemented. Provost Wilcox noted he was delighted that the students are engaged in deciding what they need and what the University needs to provide them. Mr. Pearce highlighted the Students’ discussions and shared information about some of the initiatives they have undertaken such as the student mail system and the cost savings associated with it. Mr. Pearce advised that USF has approximately 47,000 people in the emergency notification process today. He shared information about future initiatives for emergency notification. Trustee Arnold asked that all of the Trustees receive the emergency text messages as well. Trustee Soran asked if there was any benchmarking in terms of instructional technology particularly within the SUS system. Mr. Pearce provided a brief overview of initiatives and collaborations.
IV. Updates

a. Provost’s Update

Provost Ralph Wilcox presented the update and noted that in spite of the economic issues there are a lot of exciting initiatives at the university. He shared that last week the University of South Florida hosted Research One; an impressive display of research underway at USF. He provided an overview of the event and thanked Dr. Holbrook for her leadership. This is the first of many annual showcases of research at the University. Provost Wilcox discussed the reorganization of the College of Arts and Sciences. A number of professional schools and programs were moved out of the College of Arts & Sciences into the new College of Behavioral and Community Sciences. Last week after much deliberation on the part of the faculty the College of Arts & Sciences settled on a two school framework - The School of Natural Science and Mathematics and the School of Liberal Arts and Social Sciences. Additionally, we unveiled USF ECampus which is an exciting initiative led by Dr. Kathleen Moore and her staff in the Center for 21st Century Teaching Excellence, Metro Initiatives, and Continuing Education. Dr. Wilcox noted he would like to invite Dr. Moore and her team to present to ACE and to give a sense of the cutting edge work that is occurring through USF ECampus. Dr. Wilcox noted that a lot of work is in progress related to SACS, the regional accrediting agency. USF St. Petersburg is working hard and making huge strides in preparing for an onsite visit in May 2009, and the other accredited unit which represents USF Tampa, USF Sarasota/Manatee, and USF Polytechnic is working on its Fifth Year Report. A lot of work is underway at all levels and status updates will be provided as we move forward. Dr. Wilcox noted that there are three faculty taskforces that have been working hard all semester. One taskforce is focusing on faculty roles, responsibilities and rewards. Their charge is for one year and we should receive their report and recommendations at the end of the Spring semester. This taskforce is being facilitated by Dr. Smith and Dr. Glover from the Office of the Provost. This is a university-wide initiative with representation from Academic Affairs, USF Health on the Tampa Campus as well as the regional campuses. The second initiative led by Dr. Linda Whiteford, Associate Vice President for Global Strategies and Dr. Donna Peterson, Dean of Public Health is the USF World initiative. This initiative has a shorter timeline and it is anticipated they will present their recommendations on Global Engagement, Global Initiatives by the middle of spring semester. The third faculty taskforce is co-facilitated by Dr. Graham Tobin and Dr. Tapas Das from the Office of the Provost. They are focused on identifying the barriers to interdisciplinary initiatives at USF and finding ways to mitigate those both through instruction in the classroom and through the research arena. Dr. Wilcox noted that the next generation of Strategic Planning is compact planning which is where we dig deep into the fabric of the university and seek to engage all of our students, faculty and staff in the planning process and aligning it with the ambitious goals of the Strategic Plan. Dr. Graham Tobin is coordinating efforts. Dr. Wilcox noted that the faculty continue to be remarkable in their level of productivity both in the classroom and year-to-year research awards which is ahead by 56% from last year. So even though the local and national economy is significantly down the success of our faculty in securing,
particularly competitive federal research awards, is nothing short of remarkable. He commended the faculty for their efforts. Dr. Wilcox commended Dr. Pat Rogers in the English Department for being inducted into the British Academy which is similar to the National Academy in the United States and also the Royal Historical Society. Dr. Wilcox noted that USF is currently looking to fill 75 new faculty positions. As part of the budget cuts last spring USF lost 174 vacant lines In Academic Affairs we had $23 million less in the base budget and across the university there was approximately $50 million less in the base budget and even with modest tuition increases USF can not hope to back fill those losses in recurring funds. So Academic Affairs continues to plan carefully and transparently in collaboration with faculty, chairs, and deans with a focus on cost containment and academic quality. Lastly, an event to be held in the Marshall Center on November 13 is an Evening with E.L. Doctorow and an overview of the event and speaker was provided. Trustees are welcome to attend.

B. Student Affairs Update

Vice President Jennifer Meningall presented the update s. In the Division of Student Affairs they are contending with and trying to work creatively with economic challenges. Earlier in the Fall semester President Genshaft announced an initiative called Don’t Stop, Don’t Drop. Dr. Meningall provided an update on the initiative. It is anticipated that in Spring at least the same number of students will be needing help, if not more, as the economy continues to take the downturn. More encouraging news is that there has been a continued focus at the university on student success and student progress and retention. President Genshaft has asked that Student Affairs begin a centralized consolidated look at mentoring initiatives. Research shows that mentoring programs go a long way with retaining students to graduation. There are a number of mentoring programs housed in Academic Affairs and Student Affairs is really trying to look at where the gaps are and begin to fill the gaps. This initiative is being housed in the Office of New Student Connection along with a pilot program for students that are considered high risk. Dr. Meningall shared information about the student transfer initiative and a brief overview was provided. Another initiative that Student Affairs will be looking at strategically is the Freshman Year Experience and how it relates to the mandatory housing initiative they are beginning in the residency program. Dr. Meningall provided an update on the Magnolia Housing Project. It is under construction and will house 1050 students in pods – 35 students per pod. She is glad to report that the project is on time and on budget. The grand opening is expected in August 2009 and Trustees are invited to attend. Dr. Meningall provided an update on the Marshall Center which opened on budget and on time. Information about the building usage and associated costs was shared. In order to preserve the students, faculty and staff’s use of this building Student Affairs will continue to be extremely strategic and manage the costs on a month basis. Last year it was anticipate that there would be an increase in costs for the Marshall Center so last year’s A&S fee was increased slightly to off set some of the increased costs. A small amount of additional funding was received from the State to augment the costs. For next year, 2009-10, Student Affairs will receive an additional increase to augment some costs but it will be necessary to increase revenue generation in the Marshall Center. Dr. Meningall noted that the old Marshall Center building is down with virtually no incidents. The contractors are
in the process of recycling most of the building materials. The plaza is on time (March 2009) and on budget. A grand opening ceremony is planned for March 2009 and Trustees are invited to attend. Dr. Meningall noted that the Division of Student Affairs is looking at how to streamline its administrative and business expenses.

C. Student Government Update

Dr. Jennifer Meningall noted that Trustee Greg Morgan is preparing for an exam and asked Dean Kevin Banks to provide an update on what is happening in Student Government. Dr. Banks noted that the previous night Student Government worked with the Nite Organization and they conducted their annual Nite Program, walking the campus looking at safety issues. The program is a collaborative effort between Public Safety, University Police, Student Organizations, and Student Government. It is a tradition that started approximately 2 years ago. Student Government has successfully hired an election rules commissioner. Last year was the first Student Government election that they did not have a complaint and they would like that to continue. Student Government has several searches underway and brief overview was provided. Dr. Banks noted that they have successfully completed another Homecoming and are in the process of evaluating and debriefing on what was good and not so good. He noted that Student Affairs, Alumni, and Athletics worked together to launch the Sportsmanship Campaign which was launched in August 2008. Incidents at Raymond James Stadium have declined over the last three home games. Dr. Banks noted that the Sportsmanship Campaign is about being respectable and show visiting guests and everyone in the stadium that USF has dignity at athletic events. There has been a lot of support from Alumni and conversations with students about being respectful and safe. Raymond James and the Sports Authority have been helpful.

D. Trustee Arnold introduced Dr. Gus Stavros who was one of the founding Trustees of the University of South Florida. Trustee Arnold shared information about Dr. Stravros’ background and service to USF and the Tampa Bay Area. Dr. Stavros shared his thoughts about USF and its exemplary faculty, students, administration and growing campuses. He noted that now speaking as a member of the Board of Governors these are not good times because of funding. The campaign that the university is starting is critically important. The community must become involved and raise the funds because to be a top university you need the top students and faculty. He noted that as a member of the Board of Governors he is not in favor of the Board of Governors determining who should have a doctorate and masters programs – that should be up to the universities. The BOG is ready to approve some doctoral programs at USF and he has gone on record as saying that as long as the universities say that the funding is taken care of then he will work to make sure the University receives the programs. He congratulated everyone for what they do for the University.

E. Faculty Senate Update

Trustee Laurence Branch presented the report from the Faculty Senate. He noted that he had two main points – one is an update on the theme he introduced the last
time, namely that the Faculty Senate is very eager to have and facilitate one university at USF. The Faculty Senate is pleased that under Vice President Pearce Information Technology is moving toward a unified system. There are still some glitches, some of which are humorous, such as the email that he forwarded last month from one of his USF accounts to his other USF account which ended up in Spam. There is substantial progress toward a unified global health initiative at USF as well. There is a Vice President for Global Initiatives out of the President’s Office. Reporting lines are being coordinated so that the span of control will result in a single integrated global initiative at USF. Remarkable progress is also being made in the Office of Research. The Faculty Senate is very interested in a single research office for USF. They are very pleased to note that some opportunities for lost revenues are going to be readdressed, namely that the federal government does allow the billing for accrued fringe benefits at the time the grant work is being done, even if the vacation and sick leave are not used during the grant cycle. So the Office of Research has the opportunity to slightly increase revenues to meet the University’s obligations toward the future sick leave and vacation benefits. The Faculty Senate is also very pleased with the progress on one graduate school so that all components of the University operate under the same rules. And in that context the Faculty Senate is very pleased with the movement toward a single chief academic officer who speaks for the university as a whole so that we are one university with one set of principles. The progress on all these fronts has been excellent and the faculty are very appreciative of the continued movement.

For his second point, Trustee Branch noted that there is a lack of appreciation on the campus for the difficulty that likely can be anticipated in the next round of budget cuts. To that end the Faculty Senate, the Student Government, and the United Faculty of Florida have joined together to invite a speaker to come and discuss budget issues for a large university such as USF with specific review of USF’s budget. The specific date in January is to be determined. Professor Dubeck has been invited to lead an open discussion of budget options in university settings because most of us – students and faculty – are unaware of the issues that administration is very aware of. For example, the administration is very aware of the 5% mandated reserves, but faculty and students in general are not. In an era of shared governance we all have to have shared information, shared understanding, and an appreciation that we can spend some reserves but we can’t spend them all. So the students and faculty are going to host a day-long conference to try and get a shared understanding of these issues. Trustee Branch will let everyone know what the date will be. They hope to extend an invitation to the new chief financial officer for USF who will be joining us next week. They would like to have the chief financial officer also discuss the implications of budgeting at a university of the size and complexity of USF. They would also like to have the Trustee representation at the event. Trustee Branch stated he is pleased that the Student Government, the Faculty Senate and the United Faculty of Florida have proceeded to join together to invite the guests to have a discussion on the budgeting circumstances at USF in January.

Trustee Soran noted that it is such a difficult budget time particularly around faculty and our concern over brain-drain that we are experiencing in the State. He noted that he and Trustee Arnold attended a meeting last week of business people
and shared a thought that was given at the meeting that was staggering to Trustee Soran and took him aback when thinking about trying to provide our students with a good quality education at reasonable cost. The thought was about tuition and the comment was if the tuition in Florida were doubled for higher education we would not be at the average of the United States. We are below the average. Trustee Soran noted that it just goes to show what we are able to do with the small dollars available but that is the world we have. It is a staggering statement.

Trustee Branch concurred and noted that we are dead last now and doubling tuition will not even bring us to the halfway point.

The meeting was adjourned at 2:38 PM.