I. **Call to Order and Comments:**

Trustee Arnold called the meeting to order at 1:45 p.m.

II. **New Business – Action Items**

a. **Approval of Minutes – February 14, 2008**

The Workgroup unanimously approved the February 14, 2008 minutes.

b. **Policy on Termination of Degree Program**

Provost Wilcox presented the item. He noted that in accordance with the Board of Governors Regulation 6C-8.012 the Board of Trustees is required to develop and approve a policy by which BOT will approve the termination of baccalaureate and masters degree programs at USF and make recommendations to the Board of Governors with regards to the termination of doctoral programs. Trustee Arnold asked who the policy was prepared by and it was confirmed that Dr. Moore prepared the policy. Dr. Wilcox highlighted the main reasons a program might be terminated. Trustee Arnold asked if program terminations will go through the faculty council. Dr. Moore noted that procedures will be developed that will include the same levels of review as used for program approval. Trustee Flowers noted that in the policy it indicates that a college or department would initiate the termination of the program; is there a time when the Office of the Provost would terminate a program? Dr. Wilcox advised that if it was seen that a program has a continual decline in the degrees or the demand for a particular program, the department and college would be reminded that they need to find ways to increase the enrollment and degree productivity or start the
termination of the program. Dr. Moore added that in general when USF has terminated a program it has to do with issues of licensure and certification in a professional program when the level of degree that is required to sit for licensure or to become certified changes. Dr. Moore provided an example. Trustee Soran asked if there were any programs currently in the position of being terminated and it was noted there are none. Trustee Barber noted that normally programs are not terminated until there is a replacement. Dr. Moore confirmed.

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

c. Amendments to Personnel Regulation USF 10.210, Non-Reappointment

General Counsel Steve Prevaux presented the item. Mr. Prevaux congratulated Trustee Engel and Chair Law on receiving a unanimous vote on the floor of the Senate in Tallahassee confirming their appointments as Trustees. Mr. Prevaux provided a history of the two regulation amendments. In 2001 when the Board of Trustees was created the notice period was reduced down to 6 months to provide more flexibility. The current proposal from the Human Resource Workgroup under the leadership of Trudie Frecker and Sandy Lovins is to further reduce this notice period down to 3 months for employees in the Administration Pay Plan with 2 or more years of continuous university service; one month notice for those with less than two years. Currently employees with less than 2 years receive a 3 month notice. The workgroup recommends a one year moratorium/delay in implementation if approved by the Board. The purpose of the moratorium is to 1) allow time for the changes to be communicated; 2) to provide individual notice in writing by letter form to any potentially affected employee; and, 3) to allow training. Mr. Prevaux noted that USF is not the only institution implementing the change. At UF, UNF, FIU and FAU the maximum notice for employees with two or more years of service is 3 months. Those are recent regulation changes. Trustee Soran asked how many people would jump from the less than 2 years to the 2 years of service during the proposed moratorium. Mr. Prevaux noted that USF utilizes the non-reappointment mechanism 10-12 times per year, so the number would not be high. Mr. Prevaux advised that there are constitutional protections in place for employees.

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

d. USF Lakeland name change to USF Polytechnic

Dr. Alice Murray presented the issue. She noted that the concept of a name change for USF Lakeland Campus to USF Polytechnic was approved by the Lakeland Campus Board at the June 2007 meeting. The University Board of Trustees approved the Lakeland Strategic Plan in September 2007. The plan indicates that the campus mission is one of interdisciplinary and applied learning, teaching and research in a model that includes innovative technology. A great effort has been underway by the campus to clearly explain this direction to the
local and regional business community and this has been fondly embraced by the community as a great benefit for the region as it moves forward to enhance economic growth and development for the entire region. Dr. Murray noted that the timing is good in the sense that USF Lakeland is embarking on construction of the new campus. The name is more in line with the role and mission of the campus and consistent with the University’s strategic plan. It defines the types of programs the campus will be developing now and in the future. The name change is also beneficial as it reflects a broader regional mission. President Genshaft asked that an amendment be added that would indicate it is subject to SACS approval which is the regional accrediting body. Trustee Arnold asked that the item not be part of the Consent Agenda so that it can be discussed at the Full Board meeting. Trustee Engel noted that there is some concern about the name change in Lakeland but the service area is based on three counties and in the three counties there are over 20 so the Polytechnic name is more palatable as far as the region is concerned.

A motion was made to approve and was seconded. The item will be on the Regular Agenda, not the Consent Agenda for the next Full BOT meeting. Approved unanimously.

III. New Business – Discussion Items

a. International Admissions

Dr. Wilcox advised that the importance of International Admissions becomes clear from our Strategic Plan. Global Impact/Global Literacy is one of the five strategic priorities for the University. Given the University’s value of diversity and inclusion within our student body the importance of international admissions cannot be denied. Dr. Wilcox invited Dr. Leellen Brigman, Associate Vice President for Enrollment Management and Planning, Dr. Delcie Durham, Dean, Graduate School, and Mr. Bob Spatig, Director of Undergraduate Admissions to present. A PowerPoint presentation was provided and reviewed. Dr. Leellen Brigman reviewed Global and National Trends in International Student Enrollments and USF Comparison with National and State Peers. Dean Delcie Durham presented International Graduate Student Enrollment at USF and Issues and Options for Graduate Enrollment. Trustee Soran noted that the percentage of enrolled versus admitted is about 40%. Dean Durham noted that there is a difference between doctoral enrollment and Masters enrollment. Dr. Wilcox noted that admission and enrollment ratios are different for the domestic and international students because there are a number of additional hoops for the international students such as obtaining the appropriate visa in order to enroll at the University. Dean Durham also noted that another key issue for the students who come to USF is the expectation of financial support so a number of students will be accepted but may enroll elsewhere for financial support. There is also competition from institutions in other countries. Mr. Bob Spatig, Director, Undergraduate Admissions presented information on Undergraduate International
Enrollment at USF and Recruitment Initiatives for International Undergraduates. He provided information about recruitment initiatives and opportunities. Trustee Sembler asked about tuition costs for international students and Mr. Spatig clarified the costs. She asked if it was the same at every public school in FL and it was noted that it varies. Trustee Sembler asked if USF could set the tuition rates lower in order to be competitive and to encourage international students to attend. Mr. Spatig noted that this would give USF potential not only with international students but with out-of-state students – to increase the volume and generate more revenue. Dr. Brigman noted while USF is one of the bottom 5, institutions for in-state tuition, for out-of-state we are near the top. Mr. Spatig added that the strength of the Canadian dollar is helping us with the Canadian market, along with the weather being attractive. Dr. Durham noted that at the graduate level she liked Trustee Sembler’s idea and hopes that USF can find ways to reduce the out-of-state fee because an international student has to pay out-of-state tuition during the full degree program at USF for masters or doctorate, whereas students from within the United States can take in-state residency. Mr. Spatig clarified that undergraduates can not switch residency once they are here unless their parents relocate here. Dr. Wilcox noted that as Provost his focus has to be on the intellectual capital that international students can bring to the university, but there is an economic capital that they bring as well. We need to do better both for attracting the best and brightest students from around the world to the university but also as a source of revenue to offset some of the losses we are realizing. Trustee Barber asked about economics and recruiting of students in general and if it has been broken down by program. It has not. President Genshaft commended the team for turning around Admissions over the past few years.

b. Technology Updates

Provost Wilcox noted that the report is an update on technology and introduced Mr. Michael Pearce, Vice President for Information Technology. A PowerPoint presentation was provided and reviewed. Items reviewed included objectives, planning model, governance model, process, key initiatives at USF Tampa, timeline and objectives. Trustee Arnold noted that his focus on this for a number of years has been economies of scale, which may require some governance discussions in order to get people to participate. He encouraged Mr. Pearce to identify the impediments and come back to ACE with a proposal to break through those impediments and to make the security and disaster recovery a top priority. ACE can assist in focusing on communication to those parties who may not understand the economies of scale or risk mitigation. Trustee Arnold encouraged Mr. Pearce to take his comments as empowerment not discouragement. Dr. Spector asked if the Unix mail servers were going away and Mr. Pearce clarified the use of Unix and its future use.
IV. Updates

Provost’s Update

Provost Wilcox advised that it is an exciting time of year – a little tense because we are coming into final exam season but by the same token we are coming into spring commencement. This year we have 8 ceremonies. USF is closing in on 10,000 degrees awarded in the current year. Dr Wilcox extended his appreciation to all faculty members, in particular President Barber who will be stepping down in August from both the Board of Trustees and as President of the Faculty Senate. Earlier this month US News and World Report released its annual ranking of the top graduate programs in the nation and 7 programs at USF appeared in the top 50 in their fields and disciplines. USF received notification that five of our faculty members have received highly prestigious and competitive national faculty awards. Dr. Kevin Yelvington, Associate Professor, Anthropology was named a Guggenheim fellow for the coming year. In the history of USF we have received 7 such fellowships; Dr Yelvington will be our 8\textsuperscript{th}. One recipient received a Guggenheim in two consecutive years. Noel Shiller, Visual and Performing Arts, received the Getty Postdoctoral Fellowship which is the second in two years for the College of Visual and Performing Arts. USF faculty also received three Fulbright awards - all in the College of Visual and Performing Arts. The recipients are Michael Folley, Professor Dance (who will be traveling and teaching in Mexico), Carey Blanch who is a Theatre Instructor (who will be teaching in Romania), and Michael Toots, Assistant Professor, Music Composition (who will be conducting research in Taiwan). Provost Wilcox noted that USF is facing some difficult budget times. We have all been working very hard to meet the goal that President Genshaft set that being to plan for a 15% base budget reduction over an 18 month period. It has created some pain, some anxiety, but also the opportunity to critically look at the way we structure ourselves and conduct business at USF. Earlier this week Provost Wilcox hosted two extensive, both in terms of faculty representation and time duration, campus conversations. On Monday night faculty in Mathematics, Sciences, and Engineering were invited to come in and share their thoughts, ideas, and options related to possible realignments. On Tuesday night he hosted the Humanities, Arts, and Social Sciences and will be hosting a similar conversation for those in professional programs, Business, Education, etc. For the Tampa Campus a 15% budget reduction means cutting our budget from July 1, 2007 by $34 Million and for the University as a whole by $52 Million. Beginning next academic year we will be assembling a task force that will look at faculty roles and responsibilities and rewards across the USF System. Representatives from all campuses will be looking to identify some of the challenges, impediments to strategic advancement and success and innovative solutions to ensure that we on the Tampa Campus start to be more like the sort of faculty you might find at an AAU institution. This time next year Dr Wilcox expects to bring back some recommendations relative to faculty roles and responsibilities and rewards. President Genshaft noted the campus sustainability agreement that is what research universities are all about – best practices and showing the way.

Student Affairs Update
Dr. Meningall presented the update that Student Affairs is trying to figure out the best approach to reducing its budget significantly. The Division of Student Affairs sought a great deal of input from the Strategic Alignment Team and they submitted a 500+-page report on things that they needed to evaluate, assess, and consider realigning. The team consisted of mostly staff along with faculty and students. The report is a cross functional, cross sectional report – so once Student Affairs makes the decisions they will bring it back to ACE. They have already had a number of concerns expressed about the potential loss of things as a result of budget reduction. They are going to try to manage it in a very transparent and open way within every arena possible. Dr. Meningall wanted to update ACE on international students. The international week celebration ends on 4/18. It has been a week of food, performances, discussion panels, lectures, and music concerts. It is an exciting way to show the great diversity within this community. Dr. Meningall noted that Student Affairs has participated in training from the National Coalition Building Institute. A number of individuals (faculty, staff, and students) from Lakeland, Tampa and St. Petersburg campuses were certified. More than 15 departments from the Tampa Campus participated. Student Affairs had 4 students who were selected for the Summer 2008 Federal Workforce Development Internship Program in Washington, DC. It is a highly competitive program. Dr. Meningall noted that also in the spirit of collaboration the Leadership Center in the Student Leadership Development area has worked very closely with Undergraduate Studies. Undergraduate Studies has a leadership minor and last week they sponsored Lead Week which is to develop leaders at all levels (Freshman, Sophomores, Juniors). One of their significant goals is to ensure that they are training leaders both inside and outside the classroom to change the world. This is one of Student Affairs emphases and this summer there is a study abroad opportunity for global leadership. Lastly, an invitation to the USF’s 2nd Annual Golden Bull Awards which will be Wednesday, April 23rd from 6:00 PM – 8:00 PM was distributed. The Golden Bulls award is an opportunity to recognize student involvement both scholastically and in a participatory way on campus. Last year was the first year of the award program and it is gaining more and more popularity. Coach Leavitt will be the guest speaker at the awards ceremony.

Faculty Senate Update

Trustee Barber presented the update and provided information on activities of the Faculty Senate. He noted that the past couple of months have very stimulating in part due to the challenges in what could be referred to as difficult times. These difficult times have prompted an unprecedented opportunity for faculty involvement. So there are some very positive activities that go along with the changes especially when the senate is primarily focused on areas of the potential re-engineering of the university. This year the Faculty Senate had a very efficient election process and the incoming President of the Senate is Dr. Larry Branch from the College of Public Health and the Vice President is Steve Permuth from the College of Education. The Senate has adopted a number of resolutions. The Committee on Education and Policy Issues has revised some of the by-laws on how they define regional campuses and they will be restructuring the Senate a little bit to reapportion the four seats that were originally allocated to USF St. Petersburg because of changes due to SACS accreditation. They are redefining the role of the Regional
Campuses in the membership of the Faculty Senate. The Senate is committed to making sure that there is a USF St. Petersburg liaison and that there is free communication between all the Regional Campuses and the central Tampa Campus. Trustee Barber noted that the Faculty Senate was fully supportive of the President signing the ACUPC document that deals with green initiatives and climate commitments. The Faculty Senate has awarded certificates of merit to their out-going senators and officers to make sure their service and commitment were recognized. It is important for recruiting new senators to serve in the future and to make sure that the faculty governance is a strong and a continued process. The Senate has continued to discuss the activities of the budget taskforce and they compliment the Provost in the effectiveness of that process. That has been one of the Senate’s central topics and together with Community Engagement is a constant source of positive discussion. They have talked about Senate Joint Resolution 2308 and the Faculty Senate is not in favor of redesigning the Board of Governors or the Board of Trustees. They have continued to show an interest in the work of Student Government and they appreciate that Student Government sends representatives to the Faculty Senate meetings to inform them of student activities and keep them apprised of how the synergy between Student Government and Faculty Government work. Trustee Barber noted that Micheal Pearce, Vice President for Information Technology has spoken to the Senate. Trustee Barber noted that he recognizes the value of Information Technology as this will drive the progress of this institution in the next couple of years as more and more see the value of distance education and the value of BlackBoard. IT becomes extremely important in the daily operation of both class and research activities. Trustee Barber thanked Mr. Pearce for his time in presenting his vision for centralization. The Senate has scheduled a summer meeting and there will be a meeting in May when the results of the budget process at the State level are concluded. Trustee Barber noted that the Senate appreciates from the Provost the opportunity to nominate some of the senators to the roles, responsibilities and rewards Task force.

Student Government Update

Trustee Flowers presented the update and noted that he has been finishing out the year and helping to transition the new Student Government and dealing with some minor legislative lobbying. For the most part he has been working on helping with the transition and making sure it can be effective for the ACE Workgroup and the students next year. It has been a great year. He has had a wonderful experience and throughout the trials and tribulations there was more good than negative this year. He knows he will be competitive in the workforce because of the experiences he has had. Trustee Flowers thanked everyone who has been a part of his great experience.

Trustee Arnold asked if there were any other reports. The meeting was adjourned at 3:21 PM.