University Board of Trustees  
Work Group on Academics and Campus Environment  
NOTES  
February 26, 1:00 – 3:00 PM  
Marshall Center Room 3700

Workgroup Members Present:  Lee Arnold, Trustee and Chair; Gene Engle, Trustee; Debbie Sembler, Trustee; Robert Soran, Vice Chair and Trustee; Jennifer Capeheart-Meningall, Vice President, Student Affairs; Trudie Frecker, James Hyatt, Executive Vice President and Chief Financial Officer; Ralph Wilcox, University Provost and Senior Vice President; Kathleen Moore, Associate Vice President for Academic Affairs and USF ECampus, Staff Liaison to ACE; Joe Eagan, Associate Director, Facilities Planning; Anu Saxena, USF Foundation Liaison; Paul Spector, Professor, Department of Psychology; Bill McGillis, Senior Associate Athletic Director, Athletics

I. Call to Order and Comments:

Trustee Arnold called the meeting to order at 1:05 p.m.

II. New Business – Action Items

a. Approval of Minutes – August 21, 2008 (Revised)

Dr. Visot shared information regarding the revised minutes. A motion was made to approve the minutes and seconded. Approved unanimously.

b. Approval of Minutes – November 13, 2008

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

c. Repeal of Obsolete Faculty Personnel Regulations: 3.003 University Requirements for Faculty Promotion and 3.004 University Requirements for Tenure

See agenda item d.

d. Amend Faculty Personnel Regulations: 10.105 Faculty Tenure and 10.106 Faculty Promotion and Change in assignment

Dr. Wilcox presented the item. Mr. Prevaux noted that agenda items c and d should be addressed together; they are repealing two obsolete rules - regulations for promotion and tenure (3.003 and 3.004) and making a slight amendment to the existent current regulations regarding promotion and tenure (10.105 and 10.106). He noted that this does not constitute a repeal of the promotion and tenure regulations of USF. A brief history and overview of the changes was provided. The changes have been reviewed by the UFF, Council of Deans, and Academic Affairs Management Council. Mr. Prevaux recommended that individual motions be made for each regulation.
A motion was made to approve repeal of regulation 3.003 and was seconded. Approved unanimously. A motion was made to approve repeal of regulation 3.004 and was seconded. Approved unanimously. A motion was made to approve amendment of regulation 10.105 and was seconded. Approved unanimously. A motion was made to approve amendment of regulation 10.106 and was seconded. Approved unanimously.

e. Amend Staff Personnel Regulations: 10.203 – Benefits and Hours of Work

Dr. Wilcox presented the item and provided background information on Post-Doctoral Fellows at USF. He noted that a strategic priority of the university in moving toward AAU eligibility is to increase the number of and the support for post-doctoral fellows. The most mature research universities have developed and implemented a competitive post-doctoral fellow support program. USF is following the recommendations of the task force co-chaired by Dr. Michael Barber and Dr. Dwayne Smith. This will be a significant step forward in helping USF move toward its strategic goals. Provost Wilcox invited Dr. Graham Tobin, Dr. Karen Liller and Ms. Sandy Lovins to provide a short presentation on the new program. It was clarified that the program will be effective July 1, 2009. Trustee Soran asked if there were other universities that had the program in place and it was noted there were. USF’s program is in line with the top research institutions. Dr. Spector asked if the program had any impact on post-doctoral fellows who have their own funding that is paid directly to the fellows. The issue of funding and insurance coverage was clarified. Dr. Wilcox noted that this is a system-wide program and a major step forward to provide the competitive support necessary to recruit larger numbers of post-docs. Mr. Prevaux noted that this is a true interdisciplinary effort and commended the efforts to bring the program forward. He provided a brief overview of the changes to the regulation. It was noted that the item has been reviewed by the Council of Deans and the Academic Affairs Management Council. Trustee Arnold shared his concern about budget exposure. Budget commitments were clarified. Dr. Wilcox noted that the program will allow USF to more fully leverage federal funds. Trustee Arnold asked if this would be included in future budgets and it was noted it would. Trustee Engle asked if this was a system-wide program and it was noted it was.

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

f. Authorize revised Regulation no. USF 1.009 – 2009-2010 Graduate Catalog of the University of South Florida

Dr. Wilcox presented the item for consideration of the 2009-2010 Graduate Catalog at the University of South Florida, which has been reviewed by the Provost’s staff, colleges, and Graduate School.

A motion was made to approve and seconded. Approved unanimously.
g. **Authorize revised Regulation No. USF 1.005 and revisions to the 2009-2010 Undergraduate Catalog.**

Dr. Wilcox presented the item and noted that following internal staff review they have identified some inconsistencies with system-wide policies and he asked for consideration to delegate this item. Trustee Arnold suggested that a motion be made that the Provost be given the authority to true up the documents between USF and USF St. Petersburg to ensure consistency across the system and if there is any conflict that arises it can be dealt with at a future meeting. This will go upon the consent agenda once the inconsistencies are corrected. The ACE Workgroup will be sent a copy.

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

h. **Approval of Program Termination: MA, Business & Office Education, CIP 13.1303**

Dr. Wilcox presented the item and noted that approval was sought to terminate the MA in Business and Office Education. This is an obsolete Master’s degree that is no longer offered and has been replaced by an online MA in Career and Technical Education.

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

i. **Approval of Program Termination: MA, Distributive & Marketing Education, CIP 13.1303**

Dr. Wilcox presented the item and noted that approval was sought to terminate the obsolete MA in Distributive and Marketing Education. The program is no longer offered and has been replaced with an online MA degree in Career and Technical Education.

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

j. **Authorize revised Regulation No. USF 1.009 – 2009-2010 Graduate Catalog of the University of South Florida – USF St. Petersburg**

Dr. Margaret Sullivan presented the item and asked for approval. Trustee Arnold asked if the Campus Board has approved the catalog and Dr Sullivan noted that the campus board approves financial matters but the catalog had been reviewed internally. Trustee Arnold asked if there were any concerns from the Provost’s Office and it was noted there were none. Dr. Wilcox expressed full concurrence and support for the recommended action.

A motion was made to approve and seconded. Approved unanimously.
k. **Authorize revised Regulation No. USF 1.005 and revisions to the 2009-2010 Undergraduate Catalog – USF St. Petersburg**

Dr. Margaret Sullivan presented the item and noted that they also request delegation of the USF St. Petersburg Undergraduate Catalog. There are additional changes to be made in the same manner as the USF Tampa Undergraduate Catalog and to pull the catalogs into alignment. Trustee Arnold clarified that the motion is the same as passed regarding agenda item g but for USF St. Petersburg. The motion should be to true up the Undergraduate Catalogs at USF Tampa and USF St. Petersburg to ensure consistency across the system and if there is any conflict that arises it can be dealt with at a future meeting. This will go upon the consent agenda once the inconsistencies are corrected. The ACE Workgroup will be sent a copy.

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

l. **USF St. Petersburg Nomination for Tenure as a Condition of Employment**

Dr. Margaret Sullivan presented the item and noted that Dr. Norine Noonan has completed the tenure process. All committees agree with the recommendation of tenure. It was noted that it tenure is a condition of Dr Noonan’s employment at USF. Trustee Arnold confirmed that President Genshaft had approved the tenure. It was confirmed she had.

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

III. **New Business – Information Item**

a. **USF ECampus**

Dr. Wilcox noted that the University of South Florida has a new and exciting initiative – USF ECampus. During the last Legislative session the Legislature approved implementation of a distance learning fee. He introduced Dr. Kathleen Moore, Associate Vice President for Academic Affairs and Executive Director of USF ECampus. Dr. Moore provided information about the ECampus initiative. She noted that there is a billboard at Fowler and I-275 and the tag line is “electronic, extended, and engaged” which are the primary characteristics of the organization. A brief history and overview of the ECampus initiative and organization was provided. Dr. Moore provided a review of the unit, its mission, financial support, and goals. She provided information about enrollment in online courses and programs. She commended the ECampus team for their efforts. At the center of the ECampus work are the faculty, the students and the partner colleges and departments. Trustee Engle asked about enrollment and the numbers were clarified. He asked if the recent increase was due to the economy and it was noted that a significant increase was noted when gasoline went to $4/gallon. Once students have made a transition to online courses they tend to continue. Trustee Arnold asked if it was possible to obtain a full degree without attending a physical campus and it was noted it was possible and requirements for attendance
on campus in a distance learning class were clarified. Dr. Moore shared that the Florida Distance Learning Taskforce is preparing to make a recommendation to the Legislature to define a distance learning course as one that is 80% online. Trustee Arnold asked if there is a link to ECampus from the main USF homepage and it was noted there was not. Trustee Arnold suggested that a link be added. Dr. Meningall noted that students are accustomed to online learning and it is not a new phenomenon for students – they do not necessarily look for opportunities through the traditional channels. Trustee Arnold shared his concerns regarding financial allocations, maintaining facilities not used by students, and proper allocation of overhead. Dr. Moore noted that it is important to recognize that distance learning is not a solution for increasing class size.

Trustee Arnold commended Dr. Moore for her efforts and progress. Trustee Engle asked if the demographics of the students were tracked and it was noted that staff are just beginning the process of understanding who the students are, and where they are – it is a very complicated issue. Dr. Wilcox noted that there are a good number of students who live on campus and take these courses as a convenience. Dr. Meningall noted that some of the traditional students are working a lot of hours so the convenience of taking courses online is attractive. The class load that USF students take along with work is a hefty load. Dr. Meningall noted that she is interested in the student success rate in online classes to see if the student is able to progress as well as in a face-to-face class. Dr. Moore shared that the retention issue is very important to understand. Trustee Soran asked if we had any ability to track how many USF undergraduate students have gone on to do their graduate work here. Dr. Liller noted that the information is tracked. Dr. Moore noted that there have been a number of studies that have shown that students in online programs prefer to take those programs from an institution that is close by and well known. Dr. Wilcox commended Dr. Moore and her team for their hard work and commitment. He noted that any revenue from the distance learning fee approved by the Trustees last year has to be reinvested by State law in distance learning for ECampus. ECampus is also developing a Corporate College which will explore additional streams of revenue that can be brought into the university to help offset some of the significant losses that have been realized over the last 18 months. Trustee Arnold asked if the Registrar’s software can be used in the process of collecting data on distance learners. This has not been part of USF’s reporting up to this point so ECampus is working with the Registrar to retrieve the information needed. Dr. Wilcox noted that USF could leverage greater gains with system-wide consolidation and collaboration. Trustee Arnold commended Dr. Moore and her team for their hard work.

IV. **Updates**

a. **Provost’s Update**

Provost Ralph Wilcox presented the update. He shared information regarding the American Recovery and Reinvestment Act of 2009 (Federal Economic Stimulus Package) and what it means to higher education and the University of South Florida. The maximum level of Pell Grants increase $500 per student which is a $15-16 billion investment making college more affordable for students from
limited income households. We are also watching carefully the investments of one-time funds into the federal agencies. The National Institutes of Health and National Science Foundation is receiving $3 billion, Department of Energy - $2 billion, NOAA and NASA - $1 billion each. The intent is to breathe some life into investing into research across this country particularly in higher education. Dr. Holbrook and her team in Research and Innovation along with Deans, Department Chairs and faculty are watching for opportunities and we anticipate competing successfully in many of those domains. The State of Florida is facing a $5 billion deficit that seems to be growing by the day. The Governor released his proposed budget last week with no additional cuts to higher education and $131 million of economic stimulus monies, a tuition base increase of 5% across the board with up to an additional 10% if the differential tuition bill moves forward. Dr Wilcox expressed concern that there is no funding recommended for facilities matching programs. If we can not match funds it is tough to get the building built. There are some exciting things happening. Dr. Wilcox provided a brief overview of enrollment on the campuses. He noted that faculty hiring is under way and made possible through careful strategic planning and investing in those faculty positions that will bring faculty on board beginning Fall 2009. The quality of the pool of candidates has been remarkable and there is no question that we will see significant contributions made both in the classroom and in research as those faculty members come on board. There is some element of risk but USF has carefully balanced retaining resources in anticipation of future budget reductions while not succumbing to paralysis as an institution. We have to find a way to move the USF System forward consistent with the strategic priorities. Dr. Wilcox announced that at the Board of Governors meeting in January USF received final approval of three new PhD programs (Government, Sociology, and History) and a Doctor of Pharmacy degree. He noted that we also received approval of a limited access program – BFA in Graphic Design at USF SP. Dr. Wilcox introduced Dean Ron Jones and noted the newly named college – College of The Arts. Dr. Karen Liller, Interim Dean, Graduate School shared information about the Global Venture Challenge 2009 sponsored by the Oak Ridge Associate Universities. Dr. Wilcox noted that USF hosted the Florida intercollegiate MBA case competition bringing teams from UF, FSU, FIU and FAU to Tampa. Congratulations are extended to the faculty and students from the College of Business who secured another academic victory for USF. Dr. Wilcox shared that in spite of the challenges there are some exciting accomplishments at USF. He also shared information regarding the strength of student applications being submitted across the USF System for 2009-10 academic year. Trustee Arnold asked about the enrollment at branch campuses and how things were progressing in Lakeland. Dr. Wilcox noted that things were going very well and an update on enrollment at the branch campuses was provided. Dr. Sullivan shared information regarding the impact of the community college system on the university’s enrollment. She noted that everyone’s enrollment is growing and the ECampus enrollment is growing rapidly. As the ECampus grows it will have no negative impact on the rest of the USF System and will come to the rescue of summer school because although USF SP cannot afford to offer sections the students can utilize the ECampus and continue their progress. Dr. Wilcox noted that with declining enrollment funding USF has been cautious to grow enrollments. Dr. Sullivan shared that USF SP serves 2,000 campus students and their School of Business has no more room because of the classroom sizes. The rooms are filled
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to capacity partly because they are serving Tampa students. Dr. Wilcox noted that one of the advantages of a multi-campus system is that it provides for tremendous flow from campus to campus. It serves the higher education needs of the Tampa Bay region. Trustee Arnold noted the obligation on the Dali facility and the need to start planning for the obligation. Dr. Sullivan asked for consideration of a tuition increase for USF SP. Trustee Arnold noted that the tuition increase would not address the Dali issue and Dr. Sullivan confirmed that was correct but with the anticipated increases it will help to address other issues.

B. Student Affairs Update

Vice President Jennifer Meningall presented the update. She shared information regarding Student Affairs approach to addressing the economy. The Division of Student Affairs is trying to figure out the best approach to meeting the vision and mission as well as streamlining and managing funding. One initiative is the SASSC – Student Affairs Shared Services Center Dr. Meningall provided an update on federal requirements. She noted that Student Affairs is working with campus partners on addressing the new GI bill for veteran students. There is a campus committee working on the issue. The other federal update is the American Higher Education Act and tracking and reporting of students. Student Affairs is working on the specifics as it is very detailed. She noted that Student Affairs is also looking at how they manage mental health issues in the university environment. In this economy students are experiencing a great deal of stress. Students may be coming in bigger numbers to the university but they are coming with a lot of issues related to the economy. Student Affairs is concerned with anything that affects the student’s ability to progress successfully. Dr. Meningall announced that at the American Council on Education meeting in Washington, DC USF was recognized on the honor roll for community engagement. The goal for 2009 is that USF is recognized as one of the highlighted institutions. An example of community engagement is the Stampede of Service which received a lot of media press. The students continue to respond in tremendous numbers, the growth of the program continues, and the community is responding very positively. It is exciting to see and challenging to continue the momentum while managing the budgets. Dr. Meningall provided an update on facilities. She shared that the currently named Magnolia Hall which is a 1,000 bed project, is on time and on budget. It is scheduled to open August 2009. The name of the building will be changing to alleviate any confusion because there is already a Magnolia Hall. Right now the students are voting on a selection of names which will be reported back to ACE in the near future. Dr. Meningall provided an update on the Marshall Center project which is nearing completion. It is also on time and on budget. Information regarding the dedication ceremony was shared. The dedication ceremony will be on April 15th at noon with a bar-b-que to follow. A day of festivities is planned and detailed information will be distributed shortly.

C. Student Government Update

Trustee Greg Morgan presented the update. He shared information regarding the Student Government budget. He noted that they are budgeting on cash in hand. This is different from previous years where they budgeted on projection of monies. The impact on student organizations in Student Affairs is going to be
negative this year but he hopes that in coming years it will not be negative. He
commended Student Affairs for cutting their budget and being prepared to present
to the Student Government. Currently Student Government is reviewing and
revising their Vision, Mission, and Values statements. They are working to
establish a leadership development program for students coming into Student
Government as Senators, etc. A brief overview of the program was provided.
Trustee Morgan noted that the Student Body elections will be held the week of
March 2. He shared information regarding the election process. Information
regarding upcoming events was also shared. He noted that Student Government
is trying to instill a high sense of pride into the students and this year they have
started a shirt exchange program where they go around the campus and hunt out
student not wearing USF gear. The students are given a citation which can be
taken to the Marshall Center Student Union on a set date and then the student can
exchange the non-USF shirt for a USF shirt. The collected shirts are then sent to
homeless shelters in the appropriate areas. Dr. Meningall shared that it is not just
students who get citations – administrators, faculty and staff will also receive
citations. On April 2 there will be the Mr. and Miss USF Pageant and Trustees
were invited to attend. Trustee Morgan shared that he and some members of his
staff have traveled to Tallahassee several times to meet with Legislators. They
plan to take a bus load of students to attend the Rally in Tally event. Next week,
the Florida Student Association will take a bus load of students to lobby with the
Florida Legislators on issues that affect students directly. The issues would
include things like tuition increases, renewable energy fee, etc. Trustee Soran
asked what Student Government’s position was on the tuition fee increase.
Trustee Morgan shared that they will grudgingly support the increase. From the
student’s standpoint they do not want the increase but the Student Body
Presidents will support. Student Government wants the tuition increase to
enhance student life but that will not be possible if the budgets continue to be cut.
Trustee Morgan shared information about the Renewable Energy fee also known
as the Green fee. The Green fee is like the technology fee where there is an extra
fee on top of our tuition that goes directly toward technology initiatives. The
green fee will go into renewable energy sources for the university to make sure
our buildings are certified. Student Government is in support of the State
Legislators allowing the students to choose if they want the fee or not. He noted
that Student Government is not particularly in favor of the fee; however, they are
in favor of giving the students the option of adding it on to the tuition. Trustee
Morgan shared that on March 19 he has been invited to the Governor’s Mansion
to meet with Governor Crist about the issues affecting students in the state
university system. He shared that he is looking forward to visiting Tallahassee
several more times over the last two months of being President of the Student
Government at USF and looks forward to lobbying on behalf of the students.
Trustee Arnold commended Trustee Morgan for all the hard work he has done.

D. President Genshaft thanked everyone for all the good work that they do in moving
the university forward in spite of the economic situation. Trustee Arnold also
thanked everyone for their hard work to make the meetings possible.

The meeting was adjourned at 2:50 PM.