

DRAFT

University Board of Trustees
Work Group on Academics and Campus Environment
MINUTES
August 2, 2007, 1:00 – 3:00 PM
Marshall Center Room 296

Workgroup Members Present: Robert Soran, Trustee and Vice Chair; Michael Barber, Trustee and President of the Faculty Senate; Debbie Sembler, Trustee; Jan Smith, 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; Dale Johnson, Professor, Department of Physics; Kim Lersch, Associate Professor, Department of Criminology; Barbara Sparks-McGlinchy, Associate Director, Intercollegiate Athletics; Paul Spector, Professor, Department of Psychology

Guests: Josh Bresler, Director, University Budgets, USF Lakeland; Leellen Brigman, Associate Vice President, Enrollment, Management and Planning; Kevin Calkins, Director, Institutional Research, USF Lakeland; Guy Conway, Director, Student Affairs, Marshall Center; Maria Crummett, Dean, International Affairs; Chris D'Elia, Regional Vice Chancellor, USF St. Petersburg; Delcie Durham, Associate Provost for Research and Dean of the Graduate School; Joe Eagan, Assistant Vice President, Administrative Affairs; Jay Evans, Faculty Administrator, College of Public Health; Trudie Frecker, Associate Vice President, Administrative Affairs; R. B. Friedlander, Deputy General Counsel, Office of General Counsel; Daniel Gardner, Senior Director, Office of Decision Support; Arthur Guilford, Campus Executive Officer, USF Sarasota/Manatee; Hunt Hawkins, Chairperson and Professor, English Department; Joan Holmes, Associate Dean, Graduate School; Luz Jaramillo, Coordinator, Diversity and Equal Opportunity; Barton Lee, Associate Dean, College of Visual and Performing Arts; Maralee Mayberry, Chairperson, Department of Sociology; Michael Moore, Associate Vice President, Office of Decision Support; Alice Murray, Associate Vice President, USF Lakeland; William Murray, Chairperson, Department of History; Greg Paveza, Program Director, USF Lakeland; Donna Petersen, Dean, College of Public Health; Bob Potter, Associate Dean, College of Arts and Sciences; Steve Prevaux, General Counsel; John Skvoretz, Dean, College of Arts & Sciences; Dwayne Smith, Vice Provost and Professor, Provost's Office; Tracy Tyree, Associate Vice President, Student Affairs; Ralph Wilcox, Vice Provost, Provost's Office; Ted Williams, Associate Vice President, Diversity and Equal Opportunity;

Call to Order and Comments:

Trustee Soran opened the meeting at 1:15 p.m.

New Business – Action Items

a. Approval of Minutes – May 3, 2007

The Workgroup unanimously approved the May 3, 2007 minutes.

b. New Degree Program: Sustainable Healthy Communities Initiatives – Proposed new Ph.D. programs in Government, History and Sociology

Provost Khator presented the item and provided an overview of the program and next steps in the approval process. *Sustainable Healthy Communities: A Global Challenge* is an overarching thrust for graduate education and research at USF that takes advantage of the strengths of disciplinary activities across all colleges, campuses, institutions, interdisciplinary centers, and institutes within the University of South Florida. Global sustainability education and research must address the three pillars of sustainability: economics, environment, and society, as well as the technologies to address quality of life issues. USF proposes to create a multidisciplinary Global Sustainable Healthy Communities envelope that encompasses existing doctoral programs in Aging Studies, Applied Anthropology, Business/Economics, Business/Management, Communication, and Environmental Science and Policy/Geography; a common set of core courses including a Gateway Seminar for all doctoral students; and the three proposed new doctoral programs in Government, History, and Sociology. Dr. Khator noted that all three programs have been approved with respect to academic and budget considerations by the appropriate department, college, institution, and University committees. A review conducted by a team of external consultants resulted in a positive recommendation to advance the proposals to the Board of Trustees and the Board of Governors. The programs and the Global Sustainable Healthy Communities initiative of which they are a part, were presented in concept to members of the Board of Governors' staff and were favorably received. Dr. Khator noted that AAU institutions have programs similar to the proposed program. Dr. Durham provided an overview of the initiative and the benefits to USF. This program will contribute to the Strategic Plan.

A motion was made to advance the three proposed programs for BOG consideration and was seconded. Approved unanimously.

c. New Degree Program: MFA in Creative Writing

Provost Khator presented the item. 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.

A motion was made to authorize implementation and was seconded. Approved unanimously.

d. Faculty Nominations for Tenure

Provost Khator presented the item. Administrators such as the President, Provost, Deans, Chairs, and senior faculty, who are recruited to the University of South Florida normally are 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.

e. Approval of the University of South Florida's Florida Equity Report, 2006-07 Annual Update.

Associate Vice President Ted Williams presented the item. He noted that the full report which is part of the materials provided has the detailed information. Dr. Williams provided an overview of the report, its development, undergraduate, graduate, and professional school enrollment trends and comparisons. Gender equity in Athletics was reviewed. Employment trends of tenured, tenure-earning, and non-tenure-earning faculty as well as executive representation and comparisons were provided. Areas for improvement, goals, and overall progress of employment efforts were noted. Dr. Williams explained that USF complies with state and federal non-discrimination and Equity Act statutes. The diversity and inclusion ethos continues to be manifested in the areas of student enrollment, athletics and employment. USF is committed to making diversity and equity an integral component of all university functions and operations. Progress has been made in many areas, but there is still a need for improvement. USF is committed to engendering an environment in which diversity, inclusion and equality of opportunity are the norms. The workgroup discussed declines and causes. Trustee Soran asked about the FTE growth and Dr. Khator noted that it was partly due to funding allocated for faculty positions which helps with shaping the student experience. Trustee Soran asked if the data included regional campuses and it was confirmed it did. Trustee Smith asked what might have contributed to the increase of females over males. Dr. Williams explained it is a national phenomenon and clarified the trend. Dr. Johnson commended Dr. Williams on the report and asked if it addressed differences in disciplines. Dr. Williams advised it did not but those data will be in next year's report. Trustee Soran thanked Dr. Williams for his hard work.

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

f. USF Lakeland – Strategic Plan

Dr. Paveza presented the item. He noted that this is a **proposed** plan not a **draft** as noted on the agenda. An overview of the vision, mission, core values, and Goals 1- 5 was provided. A comparison of alignment of vision, mission and goals of USF Lakeland Strategic Plan and USF Strategic Plan was distributed and discussed. Dr. Khator commended the strategic plan for USF Lakeland and noted that it puts USFL on a path toward becoming a four year institution. She strongly supports the Strategic Plan. Trustee Soran commented that he applauds the efforts and it will play a key role in the President’s goals. Dr. Paveza advised that the Strategic Plan has been through several editions and that it is now a more defined and articulated plan. Trustee Smith asked about a name change for USF Lakeland and Dr. Paveza advised that a name change is not under consideration at this time. Dr. Khator noted that the USF Lakeland Strategic Plan will help with the AAU goal.

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

g. USF Lakeland – Enrollment Plan

Dr. Paveza presented the item. A review of the FTE Enrollment Growth projections and assumptions was provided. USF Lakeland re-submission of FTE enrollment is based on evidence of current academic year growth in existing programs, development of new programs and the move to a four year campus in 2009-10. Dr. Paveza noted that USF Lakeland should and will meet enrollment figures presented.

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

h. USF St. Petersburg Faculty Nomination for Tenure as a Condition of Employment

Regional Vice Chancellor Chris D’Elia presented the item and provided a brief background on the applicant. Administrators such as the President, Provost, Deans and Chairs, and senior faculty who are recruited to the University of South Florida normally are 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.

New Business – Discussion Items

a. Graduate Admissions (See Item “b”, below)

b. Graduate Student Success (Retention and Time-To-Degree)

Associate Provost Durham presented the report. She noted that items “a” and “b” would be presented together. An overview of graduate education then and now, admission information, sources of funding, and information regarding graduate student support were provided. Examples of empowering graduate education were shared. Dr. Durham provided information regarding the trends toward graduation - 5-year trends were reviewed. Graduate education productivity, awards, and outcomes were noted.

c. USF Health Programs in the Republic of Panama

Dean Petersen presented the report. Dr. Petersen provided a history and overview of the program. A formal USF Health presence in Panama builds on our interest in being recognized as a leader in the global environment and is consistent with the USF Strategic Plan. Plans to build on international partnerships for facilitating health research and training in the Americas will be addressed through specific goals including 1) the education of leaders and practitioners for the health professions across the Americas, 2) the development and generation of funding support for USF/CofK collaborative research projects that span basic science, clinical investigation, community intervention, and translational studies, and 3) the linkage of education and research in their applications through community engagement, including extended field experiences for USF Health students, partnerships with international and humanitarian agencies, and advocacy for needed health improvements in the region. This Office will be self-sustaining through its programs within 3 to 5 years. Since opening its USF Health Panama Office in 2006, the Colleges of Medicine, Nursing, and Public Health have already undertaken activities in Panama. The office is run by a USF COPH faculty member and assistant. In order to assure the furtherance of our global mission, a not-for-profit private interest foundation in Panama will be formed through the Health Professions Conference Corporation (HPCC; a USF DSO) that will provide legal status in Panama and that will handle all financial operations. The formation of the private interest foundation has been reviewed by USF General Counsel in consultation with Fowler-White law firm; no impediments have been identified. Trustee Soran asked if there were other universities in Florida who are also involved with similar programs. Dr. Petersen confirmed there were and provided information on the other initiatives.

d. USF Dual MPH/JD and MD/JD degrees with Stetson University College of Law

Dean Petersen presented the report. The USF COPH Master of Public Health/Stetson University Doctor of Jurisprudence (MPH/JD) dual degree

program is intended to provide USF Public Health and Stetson Law School graduates a sound education in both law and public health to better meet the health-related legal challenges of today. The program is intended to increase the effectiveness of lawyers by expanding their knowledge of public health and its scientific principles and conversely to increase the knowledge of the legal system for public health graduates to maximize their advocacy and population based efforts. Students will meet all admission requirements of both schools in order to be accepted to the dual program. Students will be able to complete the dual-degree program within five years.

IV. Comments:

Provost's Report

Provost Khator noted that her report would encompass three areas - new hires, enrollment, and budget. She welcomed Chris D'Elia, Interim Regional Vice Chancellor, USF St. Petersburg; Kent Kelso, Regional Vice Chancellor for Student Affairs, USF St. Petersburg; and, Michael Pearce, Chief Technology Officer, USF Tampa. Dr. Khator distributed information on Summer 2007 Preliminary Enrollment Profile. Also distributed was information on Undergraduate admissions, International Affairs, Financial Aid, Office of Registrar and Undergraduate Studies. An overview of the information was provided. Dr. Khator advised that the university would have a 4% budget cut which could possibly increase to 6%. She explained what that could mean for students, faculty and staff. Efforts are being made to find new revenue and streamline work. A Florida Board of Governors 2008-09 Student Focused Budget Request Overview and Rationale draft document was distributed and reviewed. She noted that the University has undergone budget cuts in the past and while this is a set back the University is resilient and our duty is to the students.

Faculty Senate Report

Trustee Barber presented the report. He noted that while the full Faculty Senate has not been meeting during the summer, the Senate Executive Committee (SEC) has been maintaining its schedule of regular monthly meetings. Recent topics of discussion have included submission to the Provost of a number of faculty nominations for membership on the various Board of Trustees work groups to replace faculty advisors whose terms are expiring. They have attempted to include some Senators to increase the relationship between the BOT and the Faculty Senate and to provide improved reporting on BOT activities to the Senate. Members of the SEC met with the consultant, Dr. Portsch, to discuss the University's goal of AAU membership and to examine how the faculty might assist in achieving this goal. The meeting was very productive and they look forward to continued discussions with Dr. Portch. The SEC has had limited discussion concerning the metrics that have been developed by Dr. Wilcox that

support the new strategic plan. Dr. Wilcox will be invited to attend a SEC and full Senate meeting to discuss these metrics with the Senators. The topic of the re-organization of the Research Administration structure at USF has been discussed and it has been indicated that this issue should be explored to examine potential impact on faculty on all campuses. The SEC has proposed to issue an invitation to the President, the Provost and Dr. Rao to attend an SEC meeting to provide further information of the re-organization to keep faculty informed. The SEC had an extensive meeting with the Provost, Dr. Wilcox and Dr. Moore to discuss the new budget directives and to examine potential mechanisms to achieve the fiscal reductions requested by the State. Members of the SEC enthusiastically supported the assembly of a faculty, staff and student task force that would examine the current utilization of E & G resources and provide the Provost with suggestions that would effect the targeted reductions and still provide a mechanism to maintain the momentum generated by the University's strategic plan as well as facilitate improving the institutions candidacy for AAU membership. Suggestions for the function and composition of the task force, which included extensive Senate participation, have been provided to the Provost. The SEC is pleased to support the President's address on October 3.

Student Affairs Report

Vice President Meningall presented the report. She noted that the orientation program is underway. It consists of a 2-day program and to date 2000 students and 2700 family members have participated. This is a collaborative effort between Student Affairs and Academic Affairs. The staff has done an exceptional job. 2200 transfer students have also participated in orientation. Dr. Meningall provided an overview of the resident hall education program and collaborative efforts. She commended Volunteer USF and the Dance Marathon which raised \$10,000 as well as the efforts of the Honors College in Costa Rica. Construction of the Marshall Center and Magnolia Housing is on schedule and on budget. Dr. Meningall commended the University Police for being 2nd in the nation in the University Challenge.

Student Government Report

Vice President Meningall presented the report. She noted that the Student Government has been lobbying the Legislature for funding for the University Police. Student Government met with Mayor Pam Iorio who has agreed to have a bronze bull added to the River Walk project. They also are working with the community to increase Bulls Country Membership. Dr. Meningall advised that Student Government is conducting a new voter registration drive. Their slogan is No Bull, Just Vote.

Trustee Soran asked if there were any new items for discussion. Hearing no new issues, the meeting was adjourned at 3:05 pm.