

USF Board of Trustees
ACE COMMITTEE Meeting
August 10, 2021
Meeting Minutes

In attendance

Trustee Oscar Horton (Chair)

Trustee Tim Boaz

Trustee Julia Cunningham

Trustee Les Muma

Trustee Melissa Seixas

Chair Oscar Horton reported that there were no requests for public comments.

New Business - Action Items

a. Approval of the May 25, 2021 Minutes

Having no changes to the minutes, Chair Oscar Horton asked for a motion to approve the May 25, 2021 meeting minutes. Trustee Les Muma moved for approval with a second from Trustee Tim Boaz and item a. The May 25th meeting minutes were approved.

b. Approve Tenure Nominations as a Condition of Employment

Sr. Vice Provost Dwayne Smith Presented.

Administrators such as the President, Provost, Deans, Chairs, and senior faculty who are recruited to USF are normally 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 USF. To attract them, USF must provide a package that is competitive with other nationally and internationally ranked institutions. Tenure upon appointment for qualified candidates, among other things, is a term and condition of the employment package that makes USF an institution of choice.

Sr. Vice Provost Dwayne Smith reported on three highly accomplished USF Professors and Dean.

1. Dr. Anthony Rolle – Dean and Professor College of Education

2. Dr. Alexander Staruschenko – Morsani College of Medicine
3. Dr. Jennifer Kue – College of Nursing

Chair Horton questioned the possibility of not hiring the accomplished professors if not approved for tenure by the ACE Committee. If approved, the nomination then goes before the full Board as a consent agenda item for approval.

Trustee Oscar Horton asked for a motion to approve. Trustee Les Muma motioned to approve with a second from Trustee Tim Boaz and item b. The Approval of Tenure nominations as a condition of employment was approved.

c. Amendment to Regulation 6.0021 Student Code of Conduct

AVP /Dean of Students Danielle McDonald Presented.

Regulation E-USF6.0021 was adopted as an Emergency Regulation under the Board of Governors Guidelines for Emergency Regulations (BOG Regulation and Development Procedures) to comply with the requirements set forth in Florida Statute, effective July 1, 2021. As required by the BOG Procedures, to transition the Emergency Regulation to a formal Regulation effective until amended or repealed, the University has followed the formal promulgation process which requires final approval by the University BOT. Upon USF BOT approval, the Emergency Regulation E-USF6.0021 will become University Regulation USF6.0021.

AVP Dean of Students Danielle McDonald provided a power point presentation- Student Code of Conduct Revisions Fall 2021. The power point highlighted the following:

- Summary of Changes
- Clarifications or Additions to Charges
- Due Process and Notification
- Advisors
- Witnesses
- Expungement Process Updates

ACE Committee Chair Oscar Horton had questions concerning the Code of Conduct for students across the State University System.

Chair Oscar Horton asked for a motion of approval; which was given by Trustee Les Muma with a second from Trustee Tim Boaz and item c. The Amendment to Regulation 6.0021 Student Code of Conduct was approved.

d. USF Textbook & Instructional Materials Affordability Annual Report

USF Library Dean Todd Chavez and Director of the Textbook Affordability Project, Alexander Neff presented.

This requires BOT approval and submission to the BOG by September 30, 2021. The “State University System of Florida Textbook & Instructional Materials Affordability Annual Report” documents USF’s 1) compliance with the 45-day textbook adoption requirement, 2) General Education courses that do not require or recommend textbooks and instructional materials, 3) institutional policies relevant to the issue, and 4) efforts to reduce costs to students.

A power point presentation was presented – Textbook and Instructional Material Affordability Report. The power point highlighted the following:

- Data Highlights USF
- Benefits of Buy-In from Faculty
- \$31,145,672 Cumulative Savings 2010 To Date
- Updates and New Initiatives

Trustee Les Muma questioned if all Florida SUS institutions had similar Textbook Affordability Projects. He also questioned USF rankings in dollars saved in comparison to the other Florida Universities.

Mr. Neff commented that all Florida SUS Institutions are required to provide a report on textbook affordability to the BOG. The Board of Governors is working on a proposed metric to standardize the savings.

Chair Horton made comments on cost reduction and questioned what USF has done to make a significant change. Digital books made a significant difference in cost reduction.

Provost Ralph Wilcox made comments that there had been an enormous number of students who have not purchased books, and because of that, it impacted their learning. Today, with this initiative and reduced costs, more students have access and can afford textbooks.

The Provost congratulated Mr. Chavez, Mr. Neff, their teams, and the faculty on their success on this very important initiative.

Chair Oscar Horton asked for a motion to approve which was made by Trustee Les Muma. It was seconded by Trustee Tim Boaz and item d. The USF Textbook & Instructional Materials Affordability Annual Report was approved.

e. AISO 5-Year Evaluation Review and FIO Annual Report

Dr. William Monty Graham, Director of the Florida Institute of Oceanography Presented.

The Florida Institute of Oceanography (FIO) is seeking to renew its status as an AISO and host institution. The BOG Regulation 10.014 requires the Board of Trustees of the host institution or its designee to review and approve FIO’s 20/21 Annual Report, AISO Renewal documents to

include a Five-Year Programmatic Evaluation/Review Summary, Memorandum of Understanding (MOU), and 2021- 2025 FIO Strategic Plan prior to the BOG's review.

A power point presentation was provided – Florida Institute of Oceanography, Academic Infrastructure Support Organization. The Power point highlighted the following:

- FIO Academic Infrastructure Support Organization
- FIO AISO - Vision and Mission Refinement 2021 – 2025
- Strategic Goals and Guiding Principles
- 4- Goal Areas-1. Operations 2. Supporting Education 3. Supporting Research 4. Supporting Business Engagement
- FIO AISO – 2020-21 Annual Report

Chair Oscar Horton questioned if this is a break-even business then asked for examples of what FIO and AISO are doing as it relates to diversity and inclusion.

Dr. Graham commented that FIO is in the process of discussing the receipt the nation's only underrepresented minority serving vessel. Working with the MSI partners, the vessel would serve the entire Gulf of Mexico, the Caribbean and the Southeastern United States.

Chair Horton asked for a motion to approve, which was made by Trustee Les Muma, with a second from Trustee Tim Boaz and item e. AISO 5 Year Evolution Review as well as the FIO Annual Report was approved.

f. Adjustments to PBF Metrics 1, 8 & 10 (USF 2021 Accountability Plan)

Provost Ralph Wilcox presented.

On April 13, 2021, USF BOT approved the 2021 Accountability Plan, including future goals for all metrics included in the plan. All universities were provided an opportunity to adjust goals, and USF did make some slight modifications. After discussion at the June 22, 2021 BOG Strategic Planning Committee meeting, the USF Accountability Plan was approved pending further consideration by the USF BOT of future goals for PBF Metrics 1 and 10. USF leadership also recommends revisions to one additional metric, PBF Metric 8.

A power point was provided which highlighted the following areas of modifications.

- Background for Proposed Action
- SUS History & Current Performance on PBF
- PBF Proposed Goals vs. Approved Goals 2020 and 2021 Accountability Plans
- USF PBF 2022 Proposed Goals vs. Approved Goals vs. Actual Performance
- Recommended Action

Trustee Tim Boaz commented on the established Goals. He also had questions pertaining to the adjustment of goals and circumstances five years out.

The Provost commented favorably on the talented team in the Department of Decision Support who track USF goals on almost a daily basis.

BOT Chair Will Weatherford made comments on the incredible performance metrics, which has allowed USF to distinguish itself from other SUS universities. Chair Weatherford thanked Provost Ralph Wilcox and his team on their success in their role of helping to raise the bar, setting high benchmarks, and assisting the University of South Florida in becoming a Preeminent University.

Trustee Tim Boaz commented on a metric pertaining to the Number of Degrees in Areas of Strategic Emphasis. His comments were that increasing its percentage isn't necessarily a good thing in the future.

Provost Wilcox commented on striking the right balance and meeting the needs of our workforce across Tampa Bay and throughout the State of Florida. We have a responsibility to lift all our programs, departments, and colleges to optimal levels of performance; however, we will keep an eye on this metric as we plan for the future.

ACE Committee Chair Oscar Horton asked for a motion to approve. Trustee Tim Boaz moved for approval with a second from Trustee Les Muma and item f. Adjustments to PBF Metrics 1, 8 & 10 (USF 2021 Accountability Plan) was approved.

g. USF SUS Equity Report

Interim Vice President for Institutional Equity, Elizabeth Hordge-Freeman presented.

The Florida Equity Report is required under the Florida Educational Equity Act (Section 1000.05 F.S.) and the Florida Board of Governors Regulation 2.003 Equity and Access. It identifies measures and provides an analysis of equity, as well as recommendations by which the institution may make improvements for the appropriate representation of women and minorities in selected areas.

A power point was provided – USF Equity Report 2019- 2020 Highlights. The power point highlighted the following:

- Undergraduate Enrollment
- First Time in College Enrollment
- Full -Time Transfers Enrollment
- Graduate Enrollment
- FTIC Retention and 6-Year Graduation
- One USF Faculty and Administration
- One USF Faculty Comparison (UF, FSU, & UCF)
- Beyond the Metrics: Strategies and Recommendations

Trustee Oscar Horton made comments that USF is holding steady in numbers in all categories as it relates to the Equity Report. He asked Vice President Hordge-Freeman what do we want to accomplish in the next 5 years?

Vice President Hordge-Freeman explained that outcome specific goals were never articulated as it relates to the Equity Report. With the support of the BOT, and using benchmark data, we're provided with an opportunity to make comparisons and can articulate more specific goals.

Trustee Tim Boaz is in favor of using methodology to determine the appropriate goals for the Equity Report; he also commented on administrative positions that focus on equity.

BOT Chair Will Weatherford said that it was a great presentation, however, it's hard to know where we should set the bar until we know what the facts are. By having this report we will be able to measure, compare, set goals and hold ourselves accountable to those standards.

USF General Counsel Gerard Solis, used emphasis on the word goals. The Accountability Plan and Equity Reports all have goals. That's what we will strive towards. This is part of our institutional values.

Chair Horton commended Vice President Hordge-Freeman on a good and comprehensive presentation. He suggested that we get the Equity Report back on the agenda in the near future.

There was more discussion relating to possibly adding the Equity Report to the USF Dashboard in the future.

Chair Oscar Horton asked for a motion to approve. Trustee Les Muma moved for approval with a second Trustee Tim Boaz and item g. 2021 USF SUS Equity Report was approved.

New Business - Information Items

a. Black Undergraduate Student Enrollment Initiative Update

Vice President for Student Success Paul Dosal presented. This Initiative began in December 2020 when the HELIOS Education Foundation provided USF with a grant to engage in a strategic enrollment planning project designed to boost black student enrollment from the Tampa Bay area. The Office of Student Success partnered with Mr. Anddrikk Frazier of the Black Leadership Network, submitted a proposal, and initiated the process.

The Initiative update was given by President and CEO Integral Energy and Co-Founder of Black Leadership Network, Anddrikk Frazier, and External Strategy Consultant and Researcher Dr. Lincoln Chandler.

Dr. Lincoln Chandler presented a power point -- USF/BLN Student Pathways Committee Summary. The power point highlighted the following:

- The Committee was a diverse and inclusive mix of campus and community leaders

- The Opportunity: Apply USF Principles of Community in collaboration with regional equity goals
- Our Focus: Strengthen local pathways to (and through) USF for Tampa Bay's black HS Graduates.
- Locally the work revealed opportunities to work with community districts and partners to boost application completion and college readiness.
- The work also prompted a closer look at the application review process and diversifying USF pathways and scholarships.
- The incoming USF class reflects an overall increase in local students admitted and enrolled.
- Beyond admissions, committee members have also identified current and future opportunities to support and sustain progress.
- Given multiple significant institutional changes, the committee, with proper support, is well poised to facilitate and stabilize a variety of ongoing efforts.

Dr. Chandler commented that there have been a lot of different institutional changes in the past twelve months. We have been able to accommodate and support these transitions in a meaningful way.

BLN Co-Founder Anddrikk Frazier asked that the Board and the USF Foundation continue to support its work as they move forward. To move forward we must set up realistic goals and benchmarking.

Trustee Oscar Horton questioned if there was a change in the incoming class of black students this semester.

Vice President for Student Success Paul Dosal made comments that the USF Calling Campaign had a tremendous impact on all three campuses in attracting black students.

Trustee Tim Boaz commented that there were questions and concerns as to what would happen to enrollment as we move into consolidation. Trustee Boaz commented that this is manageable, and we should be able to move forward and make progress on this issue.

Vice President Dosal made comments that we want to keep this enrollment initiative a priority for USF. We want to continue to search and acquire new resources and pursue new funding opportunities as well as institutional commitment.

Chair Oscar Horton expressed an interest in making this initiative more formal.

Provost Ralph Wilcox commented that we have an opportunity to build upon the strategic plan that the BOT has approved. The Provost also made comments on the importance of fundraising.

Having no further business, the ACE Committee Chair Oscar Horton adjourned the meeting.