

USF Board of Trustees
Full Board Meeting
Tuesday September 8, 2020
Microsoft Teams @ 9:30 a.m.
Unofficial Minutes

Chair Jordan Zimmerman convened and welcomed everyone to the regular September meeting of the USF Board of Trustees.

Chair's Opening Comments

- Congratulated Dean Glen Besterfield and the Admissions team for bringing in the most talented group of new students in USF's history. The average SAT score was 1312 and GPA was 4.18.
- Reminded the trustees that this Saturday the USF Bulls Football team under Coach Scott's leadership will play against The Citadel at 7pm on ESPN. There will be no fans allowed in the stadium for the first game due to Covid 19. The Chair commended the coaches, players and athletic staff on the work they have done to ensure everyone's safety.
- Chair Zimmerman congratulated President Steve Currall for his leadership during this challenging year with consolidation and the pandemic.
- The Chair thanked Dean Donna Petersen and the Covid 19 Task Force members on their phenomenal work.
- Chair Zimmerman thanked Senior Vice President and Dean Dr. Charles Lockwood and our USF Health doctors, nurses, staff and public health officials, for tremendous work surrounding the pandemic.

Vice President Cynthia Visot called the roll with the following trustees present:

Trustee Tim Boaz
Trustee Sandra Callahan
Trustee Mike Carrere
Trustee Stephanie Goforth
Trustee Michael Griffin
Trustee Oscar Horton
Trustee Claire Mitchell
Trustee Les Muma
Trustee John Ramil
Trustee Byron Shinn
Trustee Charles Tokarz
Trustee Nancy Watkins

Trustee Jordan Zimmerman

President's Report

Despite on-going challenges, USF continues to make remarkable progress.

USF completed a record-breaking fundraising campaign raising almost \$120 million, exceeding our goal of \$100 million.

USF enrolled the most academically accomplished class in our history.

USF continues to be the fastest rising public university in America as well as the only metropolitan Preeminent research university in the state of Florida.

USF is now unified as one USF.

The President provided a PowerPoint update on national rankings and consolidation. A Principles of Community video was provided.

- COVID-19 Cases Reported by Day per County
- COVID Testing Protocols at USF
- Enrollment Updates
- USF Rankings
- Advantages of Consolidation
- Budget Deliberations
- USF's Legislative Budget Requests FY 2021-2022
- LBR Priorities

Chair Zimmerman had a question relating to the strategic budget deliberations and duplication of positions on all three campuses.

Trustee Oscar Horton question was concerning a 12% reduction in cost for Athletics.

Trustee Mike Carrere had questions concerning faculty needs and requests, also student-to-faculty ratio.

Trustee John Ramil asked about the 30+% of USF students who are eligible for Pell Grants and what is the comparisons to the preeminent peers in the state.

Trustee Tim Boaz had comments related to the student-to-faculty ratio.

WOW! Presentation – Information Technology

Vice President Sidney Fernandes IT presentation highlighted:

- Mission and Vision
- How we work
- Transforming Digital Foundations for the future (Q1-Q3)
- Response to Covid-19
- IT As A Strategic Asset
- Fiscal YR 19-20 Q4
- Fiscal YR 20-21 Q1 Preparing Return to Campus
- Partnerships for Digital Foundation Transformation
- IT as a Strategic Asset

A video was provided: *Flexible Hybrid Course Acquisition of Knowledge*, Judy Genshaft Honors College

Chair Zimmerman questioned how solutions are evaluated and determined.

President Currall congratulated Mr. Fernandes, Senior Vice President David Lechner and their teams on their managerial and technological success.

Trustee Boaz congratulated Mr. Fernandes, and Associate Vice President Cindy DeLuca on an incredible job done to convert classes to online.

Trustee Les Muma commented that Mr. Fernandes and his team accomplished a great deal with a combination of exceptional internal and external talent and partnerships.

Chair Zimmerman thanked Mr. Fernandes and his team for their accomplishments securing the USF infrastructure in order to remain at the forefront of our technology needs.

Mr. Fernandes thanked his team, the Board, USF leadership and their teams for their trust, leadership and support.

New Items Business Action

FL 101 – Approval of Minutes

June 2, 2020

June 9, 2020

August 19, 2020

Having no changes to the minutes, Chair Zimmerman asked for a motion to approve. Vice Chair Stephanie Goforth moved for approval with a second from Trustee Byron Shinn and the minutes were unanimously approved.

Consent Agenda (FL 102 – FL 113)

Governance Committee Approved Items

FL 102 – Approval of President’s Goals

FL 103 – Approval of DSO Board Member for USF Institute of Applied Engineering

FL 104 – Approval of DSO Board Members for USF Foundation

FL 105 – Approval of DSO Board Members for USF Research Foundation

FL 106– Approval of Sarasota-Manatee Campus Board Members

Academics and Campus Environment Committee Approved Items

FL 107 – Approval of Tenure as a Condition of Employment

FL 108 – Approval of Textbook & Instructional Materials Affordability Annual Report

FL 109 – Approval of USF 2020 SUS Equity Report

Audit and Compliance Committee Approved Items

FL 110 – Approval of Revised Compliance & Ethics Charter

FL 111 – Approval of Revised Compliance & Ethics Program Plan

FL 112 – Approval of FY21 Internal Audit Work Plan

Finance Committee Approved Items

FL 113 – Approval of Fixed Capital Outlay Budget

Vice Chair Stephanie Goforth, on behalf of the Governance Committee recommended approval of all items.

Trustee Charles Tokarz, on behalf of the Academics and Campus Environment Committee recommended approval of all items.

Trustee Nancy Watkins, on behalf of the Audit and Compliance Committee recommended approval of all items.

Trustee Michael Griffin, on behalf of the Finance Committee recommended approval of all items.

Chair Zimmerman asked United Faculty of Florida President Dr. Arthur Shapiro if he had comments on the agenda items. Dr. Shapiro commented on how impressive it is that USF continues to function and achieve excellence under the challenging circumstances of COVID-19. He had concerns of the decrease in financial resources. Dr. Shapiro thanked Vice Provost Jim Garey and Senior Vice Provost Dwayne Smith for their cooperation and working closely with the UFF.

Chair Zimmerman asked for a motion to approve the consent agenda. Trustee Griffin moved for approval with a second from Vice Chair Goforth. The consent agenda was approved unanimously.

New Business – Action Items (FL 114 – FL 116)

FL 114 – Approval of DSO Board Members for Finance Corporation

USF Treasurer Fell Stubbs presented the item. Mr. Stubbs thanked Vice Chair Goforth for allowing him to present the nomination to the full Board instead of the Governance Committee first in the interest of time.

With a recent vacancy, the USF Finance Corporation would like to recommend Ms. Linda Simmons for a term of 4 years to its board.

Ms. Simmons currently serves as President & CEO of Simmons Management Services, Inc. She is a past chair of the USF Foundation and USF Alumni Association. Ms. Simmons is also a founding member and past chair of USF Women in Leadership & Philanthropy. She brings a wealth of experiences having had a successful career in lending and banking prior to joining R.R. Simmons. She was the first woman to be elected President of a Florida chapter of the Associated General Contractors.

Chair Zimmerman asked for a motion to approve. Trustee John Ramil moved for approval with a second from Vice Chair Stephanie Goforth. The motion was approved unanimously.

FL 115 – Approval of Ratify the 2020-2023 CBA between the USF Board of Trustees and Service Employees International Union (SEIU)

Associate General Counsel Craig Dawson presented the item.

The proposed contract is for three years with the possibility of one limited reopener in January 2022. The parties are satisfied that the tentative agreement is fair and addresses SEIU notified the University on August 17, 2020, that it has ratified the tentative agreement. Ratification by the Board is required for the new CBA to go into effect.

The parties have tentatively agreed to the following provisions, as categorized below for convenience:

- Standard Provisions Common to USF's Other CBAs
- Provisions Incorporating Existing University Regulations, Policies, and Practices
- Provisions Unique to Adjunct Employment
- Grievance Procedures
- Wages Provision
- Duration of Agreement

Mr. Dawson thanked both bargaining teams for their efforts in reaching an agreement.

Chair Zimmerman asked for a motion to approve. Trustee Muma moved for approval with a second from Trustee Tokarz. The motion as approved unanimously.

FL 116 – Approval of 2020-21 Carryforward Spending Plan

Associate Vice President Nick Setteducato presented the item.

Beginning with FY20, each university board of trustees shall adopt an E&G Carryforward Spending Plan as prescribed by the regulations of the Board of Governors. The university board of trustees-ratified E&G Carryforward Spending Plan for fiscal year 2020-21 must be presented to the Board of Governors for approval by October 1, 2020.

Once approved by the USF Board of Trustees, the plan will be presented to the Board of Governors for approval at their October board meetings. The thoughtful use of carryforward funds will contribute towards the University's strategic initiatives as well as provision funds for appropriate campus and programmatic maintenance.

A power point was presented which covered:

- Objectives
- General Restrictions on use of carry forward
- Guidelines and reporting standards for carry forward enacted
- Four major categories associated with E & G carry forward spending plan
 - Required Reserve (7% of current year E*G)
 - Encumbrances
 - Restricted
 - Commitments
- Summary of Carry Forward Reporting Categories
- USF E&G Carry Forward Usage by Categories
- Summary

Trustee Boaz had questions concerning the typical year to year amounts as it relates to the summary of carry forward reporting categories.

Chair Zimmerman had questions concerning carry forward funds, the liquidity and having a balanced budget by June 30, 2022.

Trustee Griffin wanted to know if there are any grey areas concerning the use of carry forward funds.

The Board asked General Counsel Gerard Solis for assistance with the formal motion. Mr. Solis recommended that the Board approve the carry forward plan as submitted with the understanding that management will complete an on-going review and bring any changes forward before the Board prior to submission to the BOG on October 1st.

With Mr. Solis' recommendation for the motion, Chair Zimmerman asked for a motion to approve. Vice Chair Goforth moved for an approval with a second from Trustee Carrere. The motion was approved unanimously.

New Business – Informational Items

Enrollment Update

Provost Wilcox presented a PowerPoint with the following highlights:

- Summer and Fall 2020 USF Enrollment and Student Profile
- USF Student Enrollment Summer 2020
- USF Student Enrollment Fall 2020
- USF Student Gross SCH – Summer 2020 (preliminary) and Fall 2020 (Drop/Add)
- USF Student Enrollment: New FTIC Academic Profile Fall 2020 (Drop/ Add Benchmark)
- USF Student Diversity (Drop/Add Benchmark)
- Modify Definitions - On Campus – Off Campus

Provost Wilcox congratulated Admissions Dean Glen Besterfield and his team for landing an unbelievable freshman class this fall.

The Provost also congratulated groups across all campuses, Facilities, IT, Innovative Education, Student Success, all of the college deans and faculty that have come together with one core principle in mind to meet students' academic needs and to support their path to a timely graduation.

Roundtable Discussion

Trustee Carrere commented on the strategic issue on campus education and virtual learning as it relates to Covid-19. There were comments concerning future expectations.

Provost Wilcox stated that this is a continuing situation that changes day by day. Students eventually would like to get back to campus. Students and faculty members are being surveyed

on their education and teaching throughout the fall semester. The Provost also commented that there is a planning process for spring and summer for continuing uncertainty.

President Currall made comments concerning the higher education marketplace may be shifting to online instruction.

Chair Zimmerman commented on an article that predicted our freshman enrollment could be down next year.

Trustee Claire Mitchell shared a student initiative to encourage our community to practice safe guidelines with a proposed competition between the university and the University of Central Florida,

Trustee Sandy Callahan had a question concerning 52% of the classes on campus and how are we accommodating,

Trustee Ramil made comments pertaining to people looking to disrupt business models during this Coronavirus outbreak and that we should alert and ready to handle any weaknesses.

Having no further business Chair Zimmerman adjourned the Board of Trustees meeting.