

## BOT Minutes

Tuesday August 24, 2021

Marshall Student Center Ballroom

9:30am-12:30pm

Chair Will Weatherford called the Board of Trustees meeting to order at 9:30 am and welcomed everyone.

The Chair thanked Trustee Charles Tokarz for his dedicated years of service from 2018 - 2021 to the Board and welcomed new Trustee Fredrick Piccolo.

Fredrick Piccolo has over forty-nine years of experience in the aviation industry and has been President and Chief Executive Officer of the Sarasota Bradenton International Airport since 1995. He began his career as a janitor at the Buffalo International Airport, and after earning a BS degree in Business Administration from the State University of New York at Buffalo, he held several airport positions to include Building Superintendent, Property Manager, Assistant to Airport Manager, and Assistant Director of Operations. Locally, he worked in the Operations Department at Tampa International Airport and prior to his position at SRQ, he was the Assistant Airport Director at the St. Petersburg-Clearwater International Airport.

Chair Will Weatherford asked Kiara Guzzo to call roll.

Trustee Tim Boaz

Trustee Sandy Callahan

Trustee Mike Carrere

Trustee Julia Cunningham

Trustee Mike Griffin

Trustee Oscar Horton – No

Trustee Lauran Monbarren

Trustee Les Muma

Trustee Shilen Patel

Trustee Rick Piccolo

Trustee John Ramil

Trustee Melissa Seixas

Trustee Will Weatherford

### **Public Comment**

USF student Connor Habecker made comments concerning the upcoming Presidential Search. He requested that students, faculty, and staff be more involved in the candidate selection process.

Chair Weatherford commented that President Law has done a tremendous job on keeping USF on its trajectory.

### **President's Report**

President Rhea Law was installed on August 2, 2021. Her focus was to meet with stakeholders, students, and faculty on all campuses to identify the issues and find out how she may be able to assist.

President Law introduced ACE Fellow Andrea Ellis; who has been assigned to shadow her for one year.

The President has participated in virtual townhall meetings in Tampa, St. Petersburg and in Sarasota-Manatee. She also participated in the USFSP Advisory Board meeting.

President Law has toured both USF St. Petersburg and USF Sarasota-Manatee campuses. She spoke with USF leadership, student government and faculty and staff concerning their goals and expectations as well as issues surrounding the Covid-19 vaccine. The leadership team is in the process of being restructured.

President Law presided over the Commencement ceremonies this past weekend. Classes will begin this week. The President and members of the leadership team will visit departments on campus.

President Law commended Dean Donna Petersen in the College of Public Health and her staff on their efforts protecting the university community against the coronavirus and its variants. On August 9<sup>th</sup>, guidelines were announced on how to operate on the USF campuses. Masks are to be worn indoors and during crowded outdoor events. President Law encourages everyone to get the vaccine. The locations on campus providing the vaccine are listed on the USF website.

President Law reported on the property north of Fletcher Ave. An environmental scientist was retained to assess the area and will give a report. There are no happenings currently.

The USF faculty have been flexible for students who are ill or under quarantine; so that no class work is missed. President Law has plans to meet with each of the college Deans individually and look at their procedures.

President Law commented on campus and community engagement activities. There are many activities going on she commented that she will continue to be an ambassador.

Trustee Tin Boaz wanted to know the status of the forest preserve committee. A committee will be created after the assessment and report of the property.

New Business

**FL 101** – Approval of Minutes

June 8, 2021

August 2, 2021

Having no changes to the minutes Chair Will Weatherford asked for a motion to approve which was given by Trustee John Ramil with a second from Trustee Les Muma and the minutes were approved.

**Consent Agenda (FL 102 – FL 118)**

*Governance Committee Approved Items*

**FL 102** – Approval of Amendments to USF Regulation USF13.002

**FL 103** – Approval of Changes to the Institute of Applied Engineering Bylaws

**FL 104** – Approval of DSO Board Members for Finance & Property Corporation

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

**FL 106** – Approval of DSO Board Members for USF HSSO, MSSC, and UMSA

**FL 107** – Approval of DSO Board Members for the Institute of Applied Engineering

*Academics and Campus Environment Committee Approved Items*

**FL 108** – Approval of Tenure as a Condition of Employment

**FL 109** – Approval of Amendments to USF Regulation USF6.0021

**FL 110** – Approval of Textbook & Instructional Materials Affordability Annual Report

**FL 111** – Approval of the FIO Annual Report and AISO 5-Year Evaluation Review

**FL 112** – Approval of Adjustments to PBF Metrics 1, 8 & 10 (USF 2021 Accountability

**FL 113** – Approval of USF 2021 SUS Equity Report

*Audit and Compliance Committee Approved Item*

**FL 114** – Approval of FY22 Internal Audit Work Plan

*Finance Committee Approved Items*

**FL 115** – Approval of Legislative Budget Request for USF

**FL 116** – Approval of Legislative Budget Request for FIO

**FL 117** – Approval of USF Health Asset Purchase/Lease Agreement

**FL 118** – Approval of Indoor Performance Facility Project

Trustee Will Weatherford, on behalf of the Governance Committee recommended approval on all items.

Trustee Melissa Seixas, on behalf of the ACE Committee recommended approval on all items.

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

Trustee Sandy Callahan, on behalf of the Audit and Compliance Committee recommended approval.

Having no changes to the committee items Chair Will Weatherford asked for a motion to approve which was given by Trustee Sandy Callahan with a second from Trustee Mike Griffin, and the Consent agenda (items FL102 – FL 118) were approved.

### **United Faculty of Florida Representative**

Dr. Arthur Shapiro gave a hearty farewell to Dr. Cynthia Visot who is retiring after 31 years of service to the University of South Florida. He welcomed USF alumni Ms. Rhea Law and Mr. William Weatherford on their new positions as Interim President of USF and Chair of the USF Board of Trustees.

Dr. Shapiro expressed concerns surrounding the issues of the pandemic. He and his colleagues are in full support of promoting the vaccine as well as wearing masks and finding ways to maintain a safe environment.

### **New Business – Action Items**

#### **FL 119 – Approval of Fixed Capital Outlay Budget**

Vice President/CFO Nick Trivunovich presented and provided a power point presentation which highlighted the following:

- Fixed Capital Outlay
- Fixed Capital Outlay Categories
- Projects \$1M or Greater
- Projects Under \$1M
- Report

Authorize the President, in consultation with the Board of Trustees Chair, to make necessary non-material adjustments to the 2021-2022 fixed capital outlay budget, with the requirement that material changes be approved by the University Board of Trustees. This authorization does not modify the Board's expenditure policies.

Authorize the President, Board Chair and CFO to execute a certification required by the State University System Board of Governors relating to the Fixed Capital Outlay Budget.

Chair Will Weatherford asked for a motion to approve FL 119, which was made by Trustee John Ramil with a second from Trustee Les Muma.

**FL120 Approve the 2021-2022 Carryforward Spending Plan**

Interim AVP Masha Galchenko provided a power point presentation which highlighted the following:

- Objectives
- General Restrictions on Use of Carryforward
- Guidelines and Reporting Standards For Carryforward Enacted
- Major Categories Associated with E&G Carryforward Spending Plan
- Summary of Carryforward Reporting Categories.
- Carryforward Usage by Category- Restricted and Commitments

Board Chair approves (along with the USF President and the USF CFO) the FY 2022 Budget Certification Form.

Authorize the President, in consultation with the Board of Trustees Chair, to make necessary non-material adjustments with the requirement that material changes be approved by the University Board of Trustees. This authorization does not modify the Board's expenditure policies

University boards of trustees shall adopt an E&G Carryforward Spending Plan as prescribed by the BOG regulations. The ratified plan for fiscal year 2021-22 must be presented to the BOG for approval. Each university president shall implement the E&G Carryforward Spending Plan of the university as prescribed by Florida Statutes, regulations of the BOG, policies of the university board of trustees, provisions of the General Appropriations Act, and data reflected within the State University System Allocation Summary and Work papers publication.

Once approved by the USF Board of Trustees, the plan will be presented to the BOG for approval at their October board meetings.

Trustee John Ramil questioned the process and review use of carryforward to assure we meet the restrictions.

Chair Will Weatherford asked for a motion to approve which was given and the motion was seconded, and FL 120 was approved.

**FL 121 - Approval of Exclusion Resolution from Personal Security Clearance**

Associate General Counsel Timothy C. Mays, Jr. presented.

Approve a resolution excluding the Trustees and Interim President from the personal security clearance requirements for Key Management Personnel associated with University's facility security clearance and designating Dean of College of Engineering as Senior Management Official during Interim President's term.

Maintaining a Facility Security Clearance (“FCL”) allows the University to participate in research and other contract activity requiring access to classified information. The National Industrial Security Program Operating Manual (“NISPOM”) makes it mandatory that our Senior Management Official and Facility Security Officer maintain a Personal Security Clearance (“PCL”) at or above the level of the University’s FCL. Other Key Management Personnel are required to maintain a PCL at or above the level of the University’s FCL unless the University formally excludes them from access to classified information. NISPOM’s exclusion procedures require a resolution formally excluding such individuals as described be passed by the USF Board of Trustees and provided to the Cognizant Security Agency overseeing our FCL.

Chair Will Weatherford asked for a motion to approve which was given by Trustee Rick Piccolo with a second from Trustee John Ramil and FL 121 was approved.

**FL 122 – Approval of Recommendation of a Search Consultant by the Search Firm Advisory Committee**

Vice Chair Mike Griffin presented and provided a power point which highlighted the following:

- Advisory Search Committee Members
- Process
- What are some of the characteristics we looked for in a search firm?
- After reviewing several potential candidates, we interviewed five leading firms.
- Recommendation

A Search Firm Advisory Committee was established to identify a recommended search consultant to assist in the upcoming USF President Search. The committee consisted of 5 members: Mike Griffin, Vice Chair USF Board of Trustees, Angela Sklenka, Vice President and Chief Human Resources Officer, Dr. Martin Tadlock, Regional Chancellor of USF St. Petersburg campus, Dr. Karen Holbrook, Regional Chancellor of USF Sarasota-Manatee campus, Dr. Elizabeth Hordge-Freeman, Interim Vice President for Institutional Equity, and Dr. Sunil Mithas, World Class Scholar/Professor in the School of Information Systems and Management. The meetings were open to the public.

The Committee met to identify important characteristics needed in a search consultant, heard presentations from 5 executive search firms and is now collectively recommending a firm to the Board of Trustees for approval.

The Committee identified SP&A Executive Search (Alberto Pimentel, Partner) as the firm being recommended to the Board for consideration and approval.

Trustee Melissa Seixas had a question concerning the firms stakeholder engagement process.

Trustee John Ramil asked if we knew the firm’s significant restrictions as to where they can go for talent?

Chair Will Weatherford asked for a motion to approve which was given by Trustee Mike Griffin and a second by Trustee Melisa Seixas. FL 122 was approved.

Chair Weatherford thanked Vice Chair Griffin and the committee on their thorough work and willingness to serve to select a search firm to help guide us in the next process of the Presidential search.

### **New Business – Informational Items**

Presidential Search Committee and Search Process Update. Chair Weatherford presented.

- A roster on the search committee has been posted
- A diverse committee was selected
- Stakeholder voices will be heard
- We have strategic alliances to help build positive connections within our community.
- Will get meaningful input from the search committee as well as the USF community.
- Next steps will be to develop a position description and a marketing strategy. The information will be available on the USF website by the end of September. Input access will also be available online.

Trustee John Ramil commended the Chair on the selection of the search committee members.

Chair Will Weatherford announced a special presentation to honor of Dr. Cynthia Visot who has dedicated most of her professional career to USF and has been very special to the University of South Florida. Cindy has been an incredible leader, facilitator, and passionate constituent of USF. Chair Weatherford announced that this will be Dr. Visot's last Board meeting.

There was a presentation to honor Dr. Cynthia Visot who served as the President's Chief of Staff as well as Assistant Secretary to the Board of Trustees for 20 years, Dr. Visot will retire this year. A video was presented in which past BOT Chairs expressed their gratitude and bid farewell to Dr. Cynthia Visot.

Dr. Visot was presented with roses. Vice Chair Griffin thanked Dr. Visot for her commitment and dedication not only to the Board but also to the student life and success at USF. The Vice Chair announced on behalf of the Board that there will be an engraved brick in Dr. Visot's honor at the USF Park on the Riverwalk. Dr. Visot will also receive Delta Airlines travel funds as a gift from the Board of Trustees.

Trustee John Ramil thanked Dr. Visot personally for assisting him while serving as Chair of the Board, also for her commitment to students and for her service to the Board of Trustees.

Interim President and former BOT Chair Rhea Law thanked Dr. Visot for 31 years of service to the University of South Florida. Her knowledge and background help scope the direction of the Board of Trustees. Dr. Visot helped develop special programs while working in Orientation and helped steer USF in a positive direction. She helped to assure that students receive a unique

college experience by mentoring and going above and beyond to assist. Dr. Visot has made a difference and will not be forgotten.

### **Enrollment Update**

Provost Ralph Wilcox provided an enrollment update. A power point was presented - USF Enrollment and Student Profile Summer and Fall 2021. The Power point highlighted the following:

- USF Student Headcount Enrollment – Summer 2021
- USF Student Headcount Enrollment – Fall 2021
- USF Student Gross SCH Summer 2021 (preliminary) and Fall 2021 (first day)
- USF Student Enrollment: New FTIC Academic Profile Fall 2021 (first day benchmark)
- USF New Student Diversity (first day benchmark)
- USF Total Student Diversity (first day benchmark)
- Fall Schedule Overview 2021
- USF Class Sections Available, by Modality Fall 2021 (scheduled as of 8/20/21)
- USF Class Sections Available by Modality Fall Comparison (scheduled as of 8/20/21)

Provost Ralph Wilcox gives credit to the USF Deans, department Chairs and Faculty for providing academic excellence and delivery to our student despite the many challenges that we're facing today.

Trustee Rick Piccolo questioned if dormitories at the USF Sarasota Manatee campus would make a difference in enrollment.

Trustee Shilen Patel had a question pertaining to the enrollment, credit hours and graduate work at the regional USF campuses. Trustee Patel also had questions concerning the non-degree seeking student numbers.

Trustee Sandy Callahan had a question concerning how the current enrollment of international and out of state students compare with pre Covid levels.

Trustee Melissa Seixas questioned if we survey new students on why they selected to come to USF?

Chair Weatherford commented that he is proud of everyone involved that has helped create the innovative solutions to make sure our students are still learning and that they have access to high quality education by using technology and keeping safety at the forefront.

Trustee Shilen Patel made comments concerning the success metrics; how well the students are performing, how engaged they are through the online platforms; and the importance of knowing how affective the modalities are, so that we're making the best decisions.

### **Strategic Plan Update**

Chair Will Weatherford announced that a great deal of time, work and thought has gone into the Strategic Plan on behalf of the university, we look forward to presenting it to the Board of Governors for approval in the coming months. The BOG will be looking for goals and measurable outcomes so that they and we can hold ourselves accountable for the progress that's being made.

Chair Weatherford asked President Rhea Law to put together a steering committee that will review the plan and to ensure that it incorporates clear goals and core commitments that are already identified in the Strategic Plan. The Chair asked Trustee Mike Carrere who is Chair of the Strategic Initiatives Committee to provide an update at the next committee meeting.

Chair Weatherford announced that we have a verbal commitment and we're one signature away from completely funding our indoor practice facility at the University of South Florida. This is a great milestone. The Chair commended Athletic Director Michael Kelly, Sr. Vice President for Advancement and Alumni Affairs Jay Stroman and their teams on their hard work and success. The Chair invited everyone to attend the groundbreaking once its scheduled.

### **Roundtable Discussion**

Faculty Trustee Tim Boaz gave a brief update on the Faculty Senate. On August 12<sup>th</sup> the Advisory Counsel of Faculty Senates unanimously adopted a Resolution requesting that Universities be allowed to determine their own Covid mitigation measures.

Trustee Boaz announced that on August 18<sup>th</sup> the Faculty Senate had a special meeting where they adopted a Resolution by a vote of 53 to 5 indicating that the Faculty Senate believes that USF should have a vaccine mandate and recognize the CDC guidelines as it relates to masks. On behalf of the Faculty Senate, Trustee Boaz expressed disappointment on how safety precautions are not being met at USF.

Chair Will Weatherford on behalf of the Board appreciates the voice of the faculty and assured everyone that we take students, faculty and staff health and safety very serious. There are legal constraints in which we must abide by and better days are ahead.

Having no further business Chair Will Weatherford adjourned the meeting.