Unofficial Minutes

USF Board of Trustees Regular Meeting

Marshall Student Center

Thursday, March 9, 2017

Chair Brian Lamb convened the regular meeting of the USF Board of Trustees at 9:30 a.m. The Chair welcomed everyone to the meeting.

Chair Lamb made a few brief comments.

* Next week is Spring Break.
* The Legislative Session has begun. A number of trustees and USF leadership will travel to and from Tallahassee during the session. He encouraged trustees to let Dr. Visot know if traveling to Tallahassee if you are available to visit with legislators. She would let Mark Walsh know so that he could coordinate such visits.
* Chair Lamb recognized President Judy Genshaft on receiving the Donna Shavlik Award from American Council of Education. The Donna Shavlik Award honors an individual who demonstrates a sustained commitment to advancing women in higher education through leadership, career development, campus climate and mentoring.

President Judy Genshaft called roll with the follow Trustees present:

Trustee Mike Carrere

Trustee James Garey

Trustee Stephanie Goforth

Trustee Chris Griffin

Trustee Scott Hopes

Trustee Brian Lamb

Trustee Stan Levy – By Phone

Trustee Hal Mullis

Trustee John Ramil

Trustee Byron Shinn

Trustee James Stikeleather

Trustee Nancy Watkins

Trustee Jordan Zimmerman

Chair Lamb was pleased to announce that the USF Fulbright Program was ranked #1 in the country as top producer of scholars. On behalf of USF World, Dr. Kiki Caruson gave a power point presentation on the Fulbright program. There are 12 students who represent USF Tampa and one student who represents the USF St. Petersburg campus as well as numerous faculty.

Darlene Demarie, the Faculty Fulbright Adviser and two time Fulbright recipient, shared personal experiences while in South Africa, Dr. Nathan Fisk, an Assistant Professor in Social Sciences shared his experience as a recipient in the area of Cyber Security in the UK and Dr. Christina Richards, an Assistant Professor in Integrative Biology, sent in a voice presentation from France of her experience as a Fulbright recipient. President Judy Genshaft provided insight on the competiveness and the selection process of the prestigious Fulbright Scholarship.

The Chair asked Provost Ralph Wilcox to provide an update of the 2016 achievement gap rankings at the University of South Florida. Provost Wilcox presented a report published by the Education Trust called *A Look at Black Student Success* which has USF ranked as #1 and nationally ranked #6 for eliminating the completion gap for both black and white undergraduate students.

New Business – Action Items (Minutes and Consent)

FL 101 – Approval of Minutes

After having an edit correction in the meeting minutes, Chair Brian Lamb asked for a motion to approve. It was seconded and the December 1, 2016 minutes were approved.

**Consent Agenda (FL 102 – FL 112)**

*ACE Committee Approved Items*

**FL 102 –** Approval of Tenure as a Condition of Employment, USF Tampa

**FL 103 –** Approval of Tenure as a Condition of Employment, USF St. Petersburg

**FL 104** – Approval to Amend USF Regulation 3.029: Textbook & Instructional

Materials Affordability

**FL 105** – Approval of Proposed Degree Program Terminations USF, USFSP & USFS-M

**FL 106** – Approval of New USF Regulation 6.0025: Veterans Students’ Services

And Awarding of Academic Credit

**FL 107 –** Approval of Compliance & Ethics Program Charter

**FL 108 –** Approval of the Revised Audit Program Charter

**FL 109** – Approval of the Adoption of USF System Regulation: Waste, Fraud,

or Financial Mismanagement Prevention and Detection

*Finance Committee Approved Items*

**FL 110** – Approval of Amended Debt Management Policy

**FL 111** – Approval of Revised USF System Purchasing Regulations

*Strategic Initiatives Committee Approved Items*

**FL 112 –** Approval of Amended UMSA/MSSC Articles of Incorporation &

Bylaws Changes

Trustee Stan Levy reported on behalf of the ACE Committee that their items were discussed and supported by the committee and unanimously recommended a motion for approval by the Board.

Trustee Nancy Watkins reported on behalf of the Audit and Compliance Committee that their item was discussed and supported by the committee and recommends approval.

Chair Brian Lamb reported on behalf of the Finance Committee that their items were discussed and unanimously approved and recommends approval from the Board.

Trustee Hal Mullis reported on behalf of the Strategic Initiatives Committee that their items were thoroughly discussed and the committee recommends Board approval.

Chair Brian Lamb asked for a motion to approve the consent agenda, it was seconded and consent agenda items 102 – 112 were approved.

New Business Action Items

FL 113 – Approval of President’s contract

Vice Chair Jordan Zimmerman reported on behalf of the Governance Committee. A packet of information that included details of the discussions held during the Governance Committee meeting held on November 17th and details of President Judy Genshaft’s remarkable accomplishments and achievements were given to members of the Board of Trustees prior to today’s meeting.

Vice Chair Zimmerman announced that the Governance Committee will make a recommendation today as it relates to the President’s 2017 – 2018 contract. After careful examination and comparison of other SUS President’s packets and after researching President Judy Genshaft’s contract and its various components such as:

-Base Salary

-Deferred Compensation

-Professional Development

-Performance Stipend

On behalf of the Governance Committee, Vice Chair Jordan Zimmerman recommended approval for renewal of President Judy Genshaft’s contract for 2017-2018. The contract is for one year as mandated by the Board of Governors.

A competitive compensation package which the Board felt was appropriate and well deserved due to the continued success of USF was offered to President Judy Genshaft, with a base salary of $505,837 as well as a performance based compensation of $300,000. President Judy Genshaft’s new term will start July 1, 2017 ending on June 30, 2018.

Trustee James Garey commended the President on a successful 17 years with the hopes of many more years of her leadership at USF.

Vice Chair Zimmerman commented that succession is always planned because we never know what the future will hold. He said that we are very fortunate to have an outstanding president who continues to elevate the University of South Florida System. Vice Chair Zimmerman thanked President Judy Genshaft for her leadership.

Trustee Hal Mullis commented on the remarkable performance driving forward year after year over a period of 17 years, and that we are rewarding the accomplishments and performance made by President Judy Genshaft.

Chair Brian Lamb commented that there are not enough words to articulate the success and outstanding leadership that President Judy Genshaft has displayed. The Florida Board of Governors share the Boards enthusiasm in rewarding our President with a competitive contract.

Chair Brian Lamb asked for a motion to approve the President’s contract and one year extension. The motion was moved and seconded. President Judy Genshaft’s 2017-2018 contract was unanimously approved by all trustees present and on the telephone.

Trustee John Ramil said that having served on the Board during President Judy Genshaft’s tenure at USF, she continues to both move the university forward and raise the bar. The Board members continue to be supportive.

President Judy Genshaft thanked the Board members and everyone for their continued support and reminded all that her tenure at the University of South Florida started with a year to year contract offered by the former Florida Board of Regents.

FL 114 – Acceptance of Performance Based Funding Data Integrity Audit & Approval of Data

Integrity Certification.

Associate Director of USF Audit and Compliance Kate Head presented a power point presentation of the Performance Based Funding Data Integrity Audit. This is an annual audit that is required by the Florida Board of Governors. The primary objectives were based on:

* Scope and Objectives
* Areas of Change –Retention, Hours To Degree and Post-Doctoral Scholars
* Conclusion – No High Risk Issues
* Recommendations and Resolutions

Chair Lamb asked for a motion to approve the Performance Based Funding Integrity Audit. It was seconded and unanimously approved by all present and on the telephone.

FL 115 – Approval of the 2015- 2016 Accountability Reports

ACE Committee Chair Stan Levy reported that there were outstanding results and each of the institutions articulated well the next action steps to move forward.

Provost Ralph Wilcox reported on the USF System Accountability Report. The Trustee members were reminded that the full Accountability Reports are in their packets. The presentations will focus on ten performance based funding metrics.

USF Sarasota-Manatee Campus Accountability Report

Interim Regional Chancellor Terry Osborn covered USF Sarasota–Manatee institution’s report. The power point highlighted items on the Dashboard:

* Head count – Total up 7% - Fall (2014 – 2015 change)
* Degree Programs Offered – 26
* 2012 Carnegie Classification
* Degree Productivity & Program Efficiency – There has been a decline.
* Graduation Rates & Academic Progress Rates – There has been a decline.
* Percent Pell and Percent Bachelor’s Degree Without Excess Hours
* Degrees Awarded in Programs of Strategic Emphasis – There has been a decline. Graduate Degrees have increased.
* Post-Graduation Metrics – There is an increase.
* Resources

Vice Chair Jordan Zimmerman expressed concerns about positioning and recruiting in the African American community at USFSM.

Chair Brian Lamb questioned the Accountability section of the Dashboard as it relates to Pell Grants.

Trustee Byron Shinn reported that there has been communication with senior leadership within the Sarasota and Manatee community for their input as well as to retain consultants. The USFSM campus will collaborate with the State College of Florida this spring.

Trustee Byron Shinn moved to accept the USF Sarasota Manatee Accountability Report as presented. It was seconded and unanimously approved by all present and on the telephone.

USF St. Petersburg Campus Accountability Report

On behalf of Dr. Sophia Wisniewska, Regional Vice Chancellor for Academic Affairs Martin Tadlock presented the USF St. Petersburg institution’s plan. The power point highlighted the following items on the Dashboard:

* Head count -Continues to grow and is at 100%. There was a small reduction in the transfer numbers.
* Degree Productivity and Program Efficiency – A new Master’s Degree will be launched next fall which is expected to improve Master’s Degree numbers.

The Pell is expected to remain the same.

* Graduation Rates By Student Type and Academic Progress Rate

This is a continued problem; the Strategic Enrollment Management team has identified performance based metric champions for each performance based metric; a retention specialist has been hired; College Scheduler was implemented this week; Appian Software will be implemented by next fall; predictive analytics for incoming students; and completion scholarships for students who are close to graduation and have run out of financial aid eligibility.

* Percent Pell & Bachelor’s Degrees Without Excess Hours – The Professional Advisory Center has been instrumental in helping improve time to completion for all students.
* Degrees Awarded in Programs of Strategic Emphasis– There is a master academic plan in collaboration with the System that will place new degrees, programs and majors requested at the USFSP campus.
* Post -Graduation Metrics – Employment
* Resources –Actual Funding per FTE

Trustee Brian Lamb asked for a motion to approve the USF St. Petersburg Accountability Report. It was seconded and unanimously approved by all present and on the telephone.

USF Tampa 2015-16 Accountability Reports

Provost Ralph Wilcox presented a power point presentation on the USF Tampa Accountability Report. The power point highlighted the following Items:

* Dashboard –African American numbers have declined
* The student to faculty ratio is 24-1.
* Degree Productivity and Program Efficiency – (Graduate and Undergraduate) – Both trending in a positive direction.
* Graduation Rate by Student Type and Academic Progress Rate – The USF System should be aiming toward a 90% retention rate.
* Percent Pell and Percent Bachelor’s Degrees without Excess Hours- USF is in the top performers for undergraduate degrees without excess hours.
* Degrees Awarded In Programs of Strategic Emphasis – USF leads the state.
* Post - Graduation Metrics – There are too many graduates earning low salaries.
* Resources – Last year USF was just shy of $14,000 per student.

USF is 6th in the state for funding per FTE.

* Research and Commercialization Activity – Research expenditures are thriving
* Preeminence – In order to be designated, USF must achieve 11 of the 12 Metrics which is the goal for next year.

Chair Brian Lamb questioned plans relating to Degrees of Strategic Emphasis and lowering the student to faculty ratio.

Trustee Mike Carrere questioned the student to faculty ratio as it relates to AAU. Trustee Carrere commented on the quality and performance of the USF faculty members.

Trustee John Ramil had questions pertaining to the 20 -1 student to faculty ratio. Trustee Ramil suggested having a brief dialogue on the status of advancing the strategic goals with the tenured appointments in the future.

Provost Wilcox made comments on aggressive goals over the next five years to lower the student to faculty ratio and boosting the research profile.

Trustee Nancy Watkins commented on the student to faculty ratio and the band of 20 - 1.

Chair Brian Lamb would like to readdress this data in a future BOT meeting, giving more transparency on the market and data as it relates to our peers and benchmarking.

Chair Hal Mullis commented on the recently hired high caliber tenured professors.

President Judy Genshaft made comments about the need for performance funding, preeminence funding as well as continuing to enhance faculty salaries.

Trustee James Stikeleather suggested using spider charts for better comparisons.

Chair Brian Lamb asked for a motion to approve USF Tampa 2015-16 Accountability Report. It was seconded and unanimously approved by all present and on the telephone.

USF System 2015-2016 Performance- Based Funding

Provost Ralph Wilcox provided an update on the USF System Accountability Report. The Provost made a power point presentation which highlighted the following items:

* USF System Performance Based Funding – Preliminary Projections for 2015-2016 Accountability Reports Pending BOG Determination.

There was a decline in the 6 year Graduation Rate for first time in college students.

Provost Wilcox estimated that the USF System will score 84 points out of a possible 100. This will represent an improvement over last year.

Trustee Scott Hopes had questions on Metric 4 and also wanted to know where USF stands as it relates to investing in mental health services and student counseling services. Trustee Hopes suggested this be addressed in a committee meeting and focus on resources that will assist in mental health and student counseling services. Chair Brian Lamb asked Trustee Stan Levy to address Trustee Scott Hopes’ request at the next ACE meeting.

Chair Brian Lamb asked for a motion to approve the USF System 2015-2016 Performance Based Funding which was seconded and unanimously approved by those present and on the telephone.

Informational Items

1. USF System Updates

President Judy Genshaft provided an update on USF and the USF System**:**

* The legislative session started Tuesday. President Judy Genshaft has plans to travel to Tallahassee on March 28th as well as throughout the session and welcomes any Trustee who would like to join her.
* There is a team working diligently with consultants on the USF System Strategic Plan.
* March 29th and 30th the Board of Governors meeting is scheduled to be held at Florida A&M University.
* There was a first time visit from the site team of the honorary student organization Phi Beta Kappa. It is expected to take over a year before notification of being awarded a Chapter. The President thanked Trustee Hal Mullis who is a member of Phi Beta Kappa, Provost Ralph Wilcox and Deans Chuck Adams and Eric Eisenberg for their participation.
* President Genshaft along with members of her leadership team traveled to Ft. Lauderdale for an extraordinary visit to Trustee Jordan Zimmerman’s advertising agency to learn more about proceeding in our branding and marketing.
* President Genshaft has accepted the resignation of USFSM Regional Chancellor Dr. Sandra Stone. Dr. Stone will return this fall as a teaching faculty member. Regional Vice Chancellor for Academic Affairs, Dr. Terry Osborn will serve as the Interim Regional Vice Chancellor. There are plans for a national search. Storbeck Consulting Firm has been retained. The College of Public Health Dean Dr. Donna Petersen will Chair the committee.
* There are new hires at each of the regional campuses. The USF Tampa Dean of Nursing search, the Patel College of Global Sustainability and the Undergraduate Studies Dean searches will end soon. A new search for a Dean of Education will soon take place.
* The construction for The Village is on time and on budget and will open this August.

The Fit (Physical Recreational area) is expected to open this year as well. Other projects include The Morsani College of Medicine, the Heart Institute, The USF Health Wellness facility and the Tampa Library.

Trustee Scott Hopes questioned the timing of recruiting a new Regional Chancellor at USF Sarasota-Manatee while in the middle of the USF System Strategic Planning Process. Trustee Hopes suggested to delay the search until the Strategic Planning process is complete to better guide us on the type of candidate to select for USFSM. Both President Judy Genshaft and Chair Brian Lamb agreed to consider his request.

Trustee Byron Shinn commented on a void in communication and branding in the Sarasota and Manatee communities and that the community will need to be more involved in selecting the right type of candidate for the Regional Chancellor position of USFSM.

President Judy Genshaft will work with USFSM Campus Board Chair Byron Shinn on the process of how to proceed on the search for a new Regional Chancellor.

Trustee James Stikeleather commented on the USF System Strategic Plan and the unique individual plans that are set for each regional campus. Trustee Stikeleather also recommends the search for a new Regional Chancellor be delayed until the Strategic Plans have evolved. It was noted by President Genshaft and Trustee Shinn that USFSM has a recent plan which was approved last year by the Board and that institution is focused on those efforts, which will be helpful in the search.

1. Regional Chancellor Sophia Wisniewska provided an update on the USF St. Petersburg

institution. Regional Chancellor Wisniewska announced that there was a grand opening for the Pippenger Hall in the Kate Tiedemann College of Business.

A power point presentation was presented which highlighted issues on:

* Student Access – Student Enrollment is stable and the academic profile continues to be very strong. The retention rate is on the right track.
* Academic Programs – The Environmental Science and Policy Program is under review for elimination. Online enrollment is increasing. SACS 5th year review at USFSP.
* Research – Funding - Just over $7 million in total research expenditures. The US Department of Agriculture will award a $1.3 million grant to study climate change.
* Research - Commercialization – Two minority Post-Doctoral Fellows are expected on board by August 1, 2017.
* Fundraising – During the last three year approximately $22 million was raised. The goal this year is to raise $3 million.
* Facilities – USFSP is on track with the new residence halls and other projects.
* Leadership Talent – Deborah Reed is the new Regional Vice Chancellor for Institutional Advancement for Development and Fundraising. The search for a new dean for the College of Education should be complete by this fall.
* General - Priorities – Preparation for SACS Accreditation Review. The USFSP Coed Sailing Team won the Kennedy Cup.

USFSP Campus Board Chair Stephanie Goforth commended Regional Chancellor Sophia Wisniewska and her team on their accomplishments and moving USF St. Petersburg in the right direction.

Trustee Stan Levy congratulated Regional Chancellor Wisniewska on successfully attacking challenging issues.

1. Interim Regional Chancellor Terry Osborn provided an update on the USF Sarasota- Manatee campus.

A power point presentation was presented which highlighted issues on:

* Student Access – For new students approximately 83 below plan and for total students approximately 35 below plan. A consultant service has been retained.
* Student Success – This is a work in progress. Will continue to refine.
* Academic Programs – Reading Teacher Education – Terminated. Recently had a successful SACS review. Online Enrollment FTE % is up 58.5%.
* Research Funding – Is on track. USFSM has appointed a Faculty Research Coordinator and is in the process of finalizing a search for Unit Research Administrator.
* Fundraising – As of now running below the plan of $2,150,000
* Current ongoing Facility Projects – The Student Commons Retrofit is completed.
* Leadership Talent – A Director of Florida Center for Partnerships for Arts Integrative Teaching was hired. Dr. Denise Davis- Cotton was hired as a Coordinator for the PAInt Center.

The Business and Finance CFO Search is underway. Dr. Bonnie Jones is the chair. Dr. Ben Ellinor will retire in August 2017. The Advancement Search is ongoing.

* General – 90 day priority – Rowing Fundraising, Recruitment Strategies, Community

Engagement and Marketing.

There is a Mental Health and Wellness Counselor on campus. USFSM has signed an affiliation Agreement with Housing. Internships have doubled. A pool of $100,000 for Accounting Recruiting Scholarships has been created.

Trustee Byron Shinn commented that a search is underway at USFSM for a faculty member inAccounting.

Round Table Discussion

Trustee Nancy Watkins pointed out an issue with the Accountability Report page 5. Percentage increases are really Basis Point increases which is really 9.8 Basis Point. Trustee Watkins has requested that the administration confirm the information in this presentation. If it is not correct; changes are allowed to be made.

Chair Brian Lamb made an amended motion for the administration to make necessary changes to the Accountability Report if needed. It was seconded and approved.

Trustee Jim Garey commented on items that were discussed in the Senate Executive Council meeting. The Faculty Senate has concerns about a couple of legislative items such as having the ability to carry concealed fire arms on campus. The Senate is in the process of working on a Resolution. The other issue is allowing computer coding to substitute for foreign language.

Trustee Garey commented on his tour of the ISA Building with the Phi Beta Kappa site team. The site team was very impressed with the diversity at the USF Tampa campus.

Trustee Scott Hopes made comments on the legislative issue of carrying a concealed firearm on campus. The senator that will have to break the tie has plans to vote against it.

President Judy Genshaft announced that USF achieved this year’s $506 million research goal. Also a System wide Supplier Diversity Officer has been hired from the Governor’s office in the state of Indiana.

Chair Brian Lamb congratulated President Judy Genshaft on the extended contract and everyone for attending today’s meeting.

Having no further items Chair Brian Lamb adjourned the USF Board of Trustees Meeting.

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Chair Brian Lamb Judy Genshaft, Corporate Secretary