
Campus Board: Minutes

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11-18-2002

Campus Board Meeting : 2002 : 11 : 18 : Minutes

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UNIVERSITY OF SOUTH FLORIDA
CAMPUS BOARD MEETING
November 18, 2002 - 9:00 a.m.
Davis Hall, Room 130

Minutes

CALL TO ORDER

Chairman Duncan called the meeting to order at 9:05 a.m.

Attending: Ricardo Davis, Ann Duncan, Judy Genshaft, Jeff Huenink, Davis Welch, Ralph Wilcox

Absent: Dennis Zank

CHAIRMAN'S REPORT

Chairman Duncan reported that the months since the Campus Board met last have been very busy. She acknowledged that Interim Vice President & CEO, Ralph Wilcox, has been working nearly around the clock since his arrival in August and extended her personal appreciation of his efforts.

USF REPORT

President Genshaft also thanked Dr. Wilcox for his long days and excellent job performance.

Legislative Issues

There are many questions regarding the governance structure of the State University System. What is known is that the composition of the 13 member Board of Trustees will change; one Trustee will be coming off the Board and replaced by a faculty member. Dr. Gus Stavros has stated that he will not seek reappointment to the Board of Trustees at the end of his two-year term. The USF St. Petersburg Campus Board composition will remain the same. The passage of recent amendments has created budget challenges that will most likely result in a grim budget picture for higher education in the upcoming fiscal year. Much is still uncertain and the universities and community colleges plan to band together to carry as much lobbying weight with the legislators as possible.

Vice President & CEO Search

The first meeting regarding the search for a new Vice President and CEO for USF St. Petersburg was held on October 11, 2002. The search firm A.T. Kearney has been hired to assist in the search efforts. A.T. Kearney has been working to search for a President of Florida Atlantic University, and conducted the search for the Chancellor of the State University System. The company has experience with the state University System in Florida and with Florida's Sunshine Laws. Other A.T. Kearney searches include Provost for UCF, President for The Ohio State University and President of LSU, to name a few. The Search Advisory Committee has designed the position announcement and it was placed in *The Chronicle of Higher Education*, *Black Issues in Higher Education*, *Hispanic Issues in Higher Education* and *Women in Higher Education*. The recommended date for receiving application materials and nominations is December 20, 2002. President Genshaft described the difference between candidates (who are willing to have their candidacy made public from the beginning of the search) and prospects

(who will remain anonymous until named as a finalist). A short list will be brought to campus for interviews and the Campus Board will have the opportunity to interview each one. The committee will make recommendations to the President by way of citing strengths and weaknesses rather than a voting priority. President Genshaft estimates that there will be about three people on the short list.

Strategic Planning

The regional campuses will be asked to submit their strategic objectives soon to be included in a university-wide strategic planning packet. The Tampa campus strategic objectives are going to be presented to the Board of Trustees in the coming weeks.

Homecoming

USF St. Petersburg was represented with a King and Queen in the Homecoming Court. Dr. Genshaft believes that the student associations, alumni association and athletic associations are recognizing the regional campuses more and are reaching out to the regional campuses for inclusion in the university's work and activities.

USF ST. PETERSBURG REPORT

Interim Vice President & CEO, Ralph Wilcox, directed the Campus Board to his written report included in their meeting materials. Dr. Wilcox expressed his deep appreciation to the President, the University Board of Trustees and the USF St. Petersburg Campus Board for their support since his arrival three months ago. He stated for the record the genuine commitment he has observed by the President, the Board of the Trustees and the Campus Board to seeing USF St. Petersburg flourish. He commended Chairman Duncan on her ability to balance family, work and her volunteer role as a Trustee and Chair of the Campus Board. Dr. Wilcox also recognized the efforts of his Executive Team: Associate Vice President for Academic Affairs, Winston Bridges; Associate Vice President for Finance and Administration, Herm Brames; Associate Vice President for Student Affairs, Steve Ritch; and Executive Director for Advancement, John Collins.

Dr. Wilcox has identified and shared with the Board ten priorities that will be used to guide USF St. Petersburg during the current fiscal and academic year. Three campus-wide task forces will perform the bulk of the work in support of these priorities: Campus Planning, Faculty Roles & Rewards and Enrollment Management and Services.

In an effort to improve campus governance, planning and budgeting, the campus has recently constituted a campus-wide Leadership Council. The Council brings together administrators, faculty, staff and students to participate in campus governance, strategic and master planning and the annual budget process.

A sizeable recruitment effort is underway with searches for fifty-four new faculty members and eight administrators. Many of the faculty searches will bring senior faculty appointments to provide programmatic leadership in areas where leadership has been deemed essential.

USF CAMPUS ADVANCEMENT COUNCIL

Michael VanButsel, Chair of the Campus Advancement Council, reported that his hope is that the Council will be a conduit for the campus to tap into community resources. The Council was renamed from the former Campus Advisory Board in an effort to clarify its role and to avoid confusion with the Campus Board, the governing board. Recently, former chairs and the standing Executive Committee were gathered to review the Council's new mission. The discussion focused on supporting the Programs of Distinction and clarifying the responsibilities inherent in a Research I institution. Organizationally, the goal is that the CAC will focus on three major directions: legislative issues, fundraising & development, and organizing college advisory councils for the colleges of Arts & Sciences, Business and Education.

USF ST. PETERSBURG STUDENT GOVERNMENT REPORT

Highlights of the written report forwarded by USF St. Petersburg Student Government include the refurbishment of the Davis Lobby, student participation on the campus-wide task forces, the development of a campus honor system, amendments to the Student Government Constitution, upcoming Student Government elections and participation in USF's Homecoming Week activities.

USF ST. PETERSBURG FACULTY COUNCIL REPORT

Highlights of the written report forwarded by the USF St. Petersburg Faculty Council include enhancing faculty governance structure at USF St. Petersburg, faculty participation on the campus-wide task forces, and heavy time commitments serving on numerous search committees.

Chairman Duncan acknowledged the concerns relayed in the Faculty Council report and urged faculty representatives to attend the meetings of the Campus Board in the hopes of opening up active and constructive dialogue in the future.

ACTION ITEMS

Action Item 7.1. Approval of minutes recorded at the July 12, 2002 meeting of the USF St. Petersburg Campus Board

Motion made by Ric Davis. Seconded by Jeff Huenink. No discussion. Approved unanimously.

Action Item 7.2 Approval of minutes recorded at the August 20, 2002 special telephone conference meeting of the USF St. Petersburg Campus Board

Motion made by Ric Davis. Seconded by Jeff Huenink. No discussion. Approved unanimously.

Action Item 7.3 Approval of minutes recorded at the September 30, 2002 special telephone conference meeting of the USF St. Petersburg Campus Board

Motion made by Ric Davis. Seconded by Jeff Huenink. No discussion. Approved unanimously.

Action Item 7.4 Conceptual Approval of Revised Phase I Residence Life Program

A revised proposal and timetable for the Phase I Residence Life program is the product of three things:

- a thorough critique of the consultant's report
- inherent flawed assumptions that led to the recommendations for a 240 bed project
- a desire that the student housing project be completed properly and in a fiscally responsible manner

In addition, the proposal recognizes USF St. Petersburg's efforts to seek the most favorable bond ratings by leveraging the financial strength of the USF Foundation.

The revised Phase I Residence Life program projects an opening for the first USF St. Petersburg student housing in the Fall, 2005. This revised plan will also allow for an acceleration of Phases II and III should the demand call for it.

Motion made by Ric Davis. Seconded by David Welch. Approved unanimously.

Action Item 7.5 Approval of the USF St. Petersburg Annual Budget Process

The USF St. Petersburg Annual Budget Process is a result of increased budget authority moved from Tampa to St. Petersburg. This requires a formalization of the budget planning to establish the campus's budget priorities.

The process provides each campus budgetary unit an opportunity to review its strategic directions and make its case for the commitment of campus resources to supporting those directions. This process will be an integral part of the campus's strategic planning process, which will be developed to support the broader university-wide strategic directions.

Members of the Campus Board expressed their desire to be more directly involved in the zero base budget planning process and dialogue about the campus's strategic directions. Dr. Wilcox invited the Board to participate in all open hearings and to attend the Spring 2003 Faculty Meeting scheduled for January 10, 2003. Strategic planning statements developed by the Task Force for Campus Planning will be presented to the campus faculty at that time.

After continued discussion involving the Board's role in the base budget planning process, it was agreed that for now they will wait to see how the process unfolds and approve the process as it is currently being proposed.

Motion made by Ric Davis. Seconded by Jeff Huenink. Approved unanimously.

INFORMATION ITEMS

Information Item 8.1 Update on USF St. Petersburg 2002/03 Budget

At the USF St. Petersburg Campus Board meeting held on July 12, 2002 , Chairman Duncan requested that at a future Board meeting, a budget workshop be conducted to provide Board members with information relative to the USF St. Petersburg base budgets for E&G Direct and Non E&G expenditures.

Dr. Wilcox reminded the Board that this is the first time this information has been available, separate from university-wide budgets, and underscores the need for benchmarks. Additionally, the hiring of a campus Budget Director will provide a clearer understanding in the future.

A slide presentation by Dr. Wilcox highlighted the following:

- An organizational chart reflecting the campus's budget reporting structure
- An all-source budget comparison over the past five years showing student enrollment, full-time employees and campus budget beginning 1998/99 through 2002/03. The campus has realized a growth of 111% budget growth over the past five years and enrollment growth in student FTE of 61%.
- Total estimated budget (\$37,784,521) for 2002/03 was divided into three expenditure categories (E&G, Non-E&G and E&G Indirect). 71% of the total budget expenditures are E&G, 23% from Non-E&G, including \$1.5m in PECO dollars and 6% are E&G Indirect Expenditures for services from USF Tampa that USF SP is not able to cost-effectively deliver
- A budget break-down by campus organizational unit
- A comparison of Academic Affairs Operating Budgets. A look at the proportional difference of budget to colleges and college enrollments, reveals that the College of Business is supported by 38% of the academic budget while responsible for only 33% of the FTE. While recognizing that College of Business faculty typically command higher salaries, benchmarks provided in future years will allow the campus to take a closer look at these figures to determine if changes need to occur (e.g. larger class sizes in the College of Business). 77% of the Academic Affairs budget supports faculty salaries, 16% to administrative support and 7% for faculty support (to include travel). This last category is very low according to Dr. Wilcox and has been increased significantly for this year in the form of 14 senior investigator research grants and new investigator research grants to jump start faculty research.

- Special initiatives to be funded in 2002/03. 57% of special initiatives are to support faculty research initiatives. President Genshaft agreed that this is a trend that is appearing on each of the regional campuses. The types of applied research can be extremely beneficial to each particular region (she gave the example of the principalship endeavor by the College of Education in Lakeland that seeks to address the shortage of persons applying for the position of principal in the K-12 system).
- Auxiliary Enterprises. There is a reserve for a future parking complex for USF SP that the campus will continue to try to grow. Jeff Reisberg, Director of Campus Computing, spoke to the operations of computer support and ways in which the proposed technology fee by the legislature would be helpful.
- Student Activity and Service Fees. One of the University of South Florida's legislative priorities this year is to obtain greater local control over the levying of these fees.
- Athletic Fees. Much of what is collected by USF SP supports the largely successful intercollegiate women's sailing team.
- Research and Grants. This is an area that USF SP looks to improve upon. Of the \$207 million awarded university-wide last year, USF SP was awarded \$1.8 million (or less than 1%). As much as 45% (or even more) of a grant award can be returned to the University through Administration and Facility cost recovery expenses. Currently, 70% of this amount is retained by the Office of the VP for Research in Tampa to provide centralized research support, with the remaining 30% divided between the USF SP academic affairs, college and the principal investigator of the grant. At present, USF SP faculty have the same incentive and receive the same return (30%) as any other faculty member but as USF SP establishes a track record in grants awards, and no longer needs to rely on the research infrastructure and support that Tampa provides, USF SP might want to pursue more autonomy in this area.
- Foundation Funds - the market value of USF Foundation Funds earmarked for USF SP is just under \$11 million and realized income of approximately \$560K annually. 98% of the funds are for restricted use leaving little discretionary funds for new initiatives.
- Capital Improvement Trust Fund. The Central Lawn project is being re-examined by the CITF committee to determine tangible assets that would be realized by students.
- Concessions.

- Other Entities With a Corporate Purpose Related to USF. USF SP has one 501c3 fund to allow students to work at Tropicana Field events and to use that money for the support of student organizations, etc.

Information Item 8.2 Update on Terrace West Modular Complex

Planning is underway for the addition of approximately 17, 377 net square feet of modular structures in the area immediately to the south and west of the Piano Man Building . The College of Education will occupy the complex with spaces for 40+ faculty offices, learning labs, a computer lab and Dean's Suite.

Information Item 8.3 Programs of Distinction

In the interest of time and the fact that much discussion has already taken place on this subject, there was no presentation of this information item.

Information Item 8.4 USF Legislative Priorities

Chairman Duncan addressed legislative priorities. Base budget funding and full funding for FTEs is essential. While some progress has been made on equity and fairness in future budget, this will continue to be key to USF St. Petersburg. USF St. Petersburg is requesting \$2.9 million in planning and design funds for a Science and Technology Building and continuation of the matching gifts program continues to be a system-wide concern. As the legislative session gears up, it is anticipated that legislative priorities will continue to be an item for discussion by this Board.

NEW BUSINESS

David Welch opened discussion on the issue of Albert Whitted Airport. Dr. Welch feels it is important that the Campus Board endorse a plan that would be most beneficial to USF St. Petersburg. Chairman Duncan shared that Mayor Baker's plan for closing the East-West runway would provide the campus the opportunity for growth upward and decrease the safety risk that the east-west flight plan poses for USF SP students, faculty and staff. Chairman Duncan entertained a motion for the USF St. Petersburg Board to endorse Mayor Baker's plan, which closes the East-West runway. The motion was made by David Welch and seconded by Ric Davis. Jeff Huenink asked that the motion be amended to include continued discussions with Mayor Baker by a member of the USF SP Campus Board. Jeff Huenink volunteered to be the point person for such discussions.

The motion was approved unanimously.

ADJOURNMENT

With no further discussion, the meeting was adjourned at 11:00 a.m.

Minutes recorded and submitted by:

Donna Knudsen
Coordinator , Adminstrative Services

Minutes approved by:

Ann Duncan, Chair
USF St. Petersburg Campus Board

Date