



Meeting Minutes
USFSM Campus Board Regular Meeting
Selby Auditorium
April 26, 2018

Chair Shinn called the meeting to order at 3:05pm.

The following Campus Board Members were present:

Trustee and Chair, Mr. Byron Shinn

Mr. David Eckel

Dr. Anila Jain

Mr. Bill Mariotti

Mr. Rick Piccolo

Representing the USF System and USF Sarasota-Manatee:

President Judy Genshaft

Regional Chancellor Karen Holbrook

Faculty Senate President Fawn Ngo

Student Government Association President Barry Callahan

New Business – Action Items

Approval of Campus Board Minutes

Dr. Jain moved for approval of the February 16, March 20 and April 11, 2018 minutes, with a second from Mr. Piccolo. The minutes were unanimously approved.

Approval of 18-19 Continuation Budget

Chair Shinn introduced Eddie Beauchamp and Nick Trivunovich to report on the USFSM Operating System Continuation 18/19 Budget.

Mr. Trivunovich provided an overview of how the budget has evolved in the last five years. Sources of the budget funding – 1) State appropriations and tuition make up the majority; 2) Auxiliary, which is business-type operations; 3) Fees, which are student fees, A&S, tech fees, etc.; and 4) Contracts and grants. Important to note that there are limitations on what money can be used for what and where it can be moved. Mr. Trivunovich reviewed five years of the actual revenue expenditures (see USFSM Campus Board Packet for materials).

Carryforward is whatever is not spent down from state revenue sources. Florida law requires that 5% of the budget be held in reserves with another 5% held per BOT requirements. USFSM has to balance between ensuring enough reserves, investing saved funds to move the campus forward, and holding enough reserves for unforeseen expenses. With the current focus on carryforward balances, the Campus Board needs to take this into account in terms of spending carryforward.

Mr. Piccolo asked if the student fees stay on campus or are they appropriated in a different manner. Mr. Trivunovich replied that student fees stay on campus.

Mr. Piccolo requested comparison information regarding carryforward throughout the System.

Mr. Eckel noted that the revenue has gone up nicely, but the expenses have gone up at a larger percentage. Going forward, it will need to be addressed.

President Genshaft noted that this was an important discussion and thanked Mr. Trivunovich and Mr. Beauchamp for presenting. The role of the Campus Board is fiscal oversight of the budget and having it presented, so that everybody understands, is really important.

Mr. Beauchamp explained that moving into the next fiscal year, beginning July 1, USFSM has authority to start a new budget, but the actual revenue numbers are not available until the Board of Governors allocates funds. Approval of the USFSM Continuation Budget, as presented, allows for the continuation of operations awaiting those final revenue determinations. The final budget for FY19 will be presented to the Campus Board, once the Performance Based Funding allocation is determined and the budget will be adjusted as needed.

Mr. Beauchamp reviewed the USFSM Continuation Budget and carryforward balance sheet including reserves, uses and future projects (see USFSM Campus Board Meeting Packet for materials).

Mr. Piccolo asked for additional information regarding the CHTL buildout and a potential return on investment for that project due to the extended timeline for payback.

Chair Shinn thanked Mr. Beauchamp and Mr. Trivunovich.

A motion was made by Mr. Piccolo and seconded by Dr. Jain. The 18-19 Continuation Budget was unanimously approved.

USFSM Amended Campus Board Operating Procedures

Chair Shinn introduced the USFSM Campus Board Operating Procedures. Based on the draft document as presented, he requested the retention of the statutory language Article I Section B. He also requested that language be inserted in Article II Section I to include consultation with the chair in agenda development. Chair Shinn emphasized involvement of the Board in developing the agenda and requested a standing policy (outside of the Operating Procedures document) to

allow for members to provide input for future agendas at the end of each Campus Board Meeting.

A motion was made by Mr. Piccolo to approve the USFSM Campus Board Operating Procedures as presented with amendments to retain the statutory language and include consultation with the Chair with a second from Mr. Mariotti. The Campus Board Operating Procedures, with noted amendments, were unanimously approved.

New Business – Information Items

USF System Update

President Genshaft noted that Board of Trustees Chair Lamb emphasized three words that are very important throughout the consolidation process:

- 1) Process to everything we do
- 2) Inclusion in everything we do
- 3) Transparency in everything we do

Since USFSM was accredited in 2011, the Campus Board's role has been very important, particularly for fiscal matters and she appreciates Chair Shinn's attention to fiscal issues. Student success should guide all of the decisions made throughout the USF System.

The President introduced David Lechner, the new SVP for Business and Financial Strategy. He comes from the University of Nebraska after spending 20 years at Deloitte.

USFSM Update

Dr. Holbrook announced that the first USFSM Risk Management Insurance student is graduating and 91% of the graduating students (answering a survey) were positive about their time at USFSM.

In partnership with the USF College of Nursing in Tampa, the USFSM Nursing Program has launched. This program is important to the State and more importantly to our region, where only 33% of nurses have an Associate's degree. In this region, there are twice as many people 65 and older than in the rest of the state, and in thirty years, one in every five persons will be over 80 years old. It has been a collaborative effort from inception to details to launch and she thanked Dr. Victoria Rich and Dr. Paul Kirchman.

Dr. Holbrook attended a System Strategic Committee Plan meeting this week where former BOT Trustee James Stikeleather provided a thoughtful presentation of what we should do in our strategic planning. The USF Tampa strategic plan is almost final – we will bring ours along with theirs.

Dr. Holbrook noted that interviews have finished for the Regional Vice Chancellor for Academic Affairs. After hosting four candidates on campus, the Search Committee meets this Wednesday to discuss how our campus views the candidates.

The first USFSM Research Magazine was published. It highlights how well qualified our faculty is in conducting research, as well as working with our students in doing research. This will likely publish just once a year due to the cost of production.

Faculty Senate Update

Drs. Ngo and Agarwal will be stepping down from their Faculty Senate Leadership roles at the end of the summer. The incoming Faculty Senate President will be Dr. Michael Gillespie (Associate Professor, Psychology and Director, Office of Quality Enhancement Plan) and the incoming Faculty Senate Vice President will be Dr. Sandra Stone (Professor, Criminology and Chair, Department of Social Sciences).

Tenure and promotion applications have been provided to President Genshaft for approval including two faculty members to become associate professors and two faculty members to become full professors. In addition, a number of instructors have applied for Instructor Levels 2 and 3.

A new standing committee, the Research Advisory Board, has been formed. It serves as a liaison between the Office of Research and the Faculty Senate. The Advisory Board will provide counsel to the Office of Research regarding research policies, procedures and initiatives; review and advise the Office of Research budget; provide oversight for the review of internal grants; form ad-hoc committees to review internal grant applications; and develop faculty recognition opportunities in research and scholarships.

Through the Office of Research, approximately 30 internal grants were awarded to faculty. These will provide faculty with resources that will allow them to engage in research activities and increase their competitiveness for externally funded projects. Those who received the grants are expected to apply for external funding in the future.

In preparation for Reunification, an internal task force was formed including representatives from the four colleges to study potential faculty governance models. They will provide recommendations at the System Faculty Council meeting in May.

Chair Shinn thanked Dr. Ngo for her report and for her service to USF.

Student Government Association Update

Barry Callahan thanked the Campus Board for the opportunity to represent the Student Body.

One of the goals of Student Government Association (SGA) was to be inclusive and open with the student body to give them as much information as possible. Through their marketing department and the Student Engagement Office, a lot has been done to improve communication

with the student body and strengthen the relationship between the SGA and the administration, with thanks to Dr. Holbrook.

Finally, they have done the groundwork necessary to ensure that students have reliable transportation to USFSM off campus labs and spaces in the community (CIL, etc.). They have addressed the need for food for students dealing with food insecurity, and stressed the importance of enhanced security for students on campus. Mr. Callahan noted that most students are happy with the USF System consolidation but that ongoing communication will help with those that remain uneasy. He expressed his gratitude for the opportunity to serve and looks forward to his term as an alumnus.

Michael Klene, the incoming SGA President and Evan Freuhauf, incoming SGA Vice President, introduced themselves. Michael is a Business and Administration student and Evan is an Information Technology student. Mr. Klene outlined general goals during their term: 1) continue strong communication and transparency during the reunification process with the faculty, staff and students; 2) continue polling by surveys, so that student opinion is based on numbers and backup; and 3) campus security.

Chair Shinn welcomed the new SGA leaders and thanked Mr. Callahan for his leadership.

Consolidation Task Force Update

The Task Force orientation meeting was held at USF St. Petersburg yesterday evening. Chair Shinn serves on the Student Access Subcommittee. Mr. Piccolo serves on the Student Success/Academic Programs/Campus Identity Subcommittee. All information regarding the Task Force, including timeline, is on the USF System Consolidation webpage.

President Genshaft added that this is a Task Force that was established through law to provide recommendations to the USF Board of Trustees. She and Regional Chancellors Holbrook and Tadlock are members and she looks forward to the Task Force process and final recommendations.

She continued that the Board of Trustees is in the process of hiring a consulting firm to assist throughout the consolidation process, Huron Consulting Group. Huron has provided services in the area of higher education consolidations and mergers in Georgia, California, and Texas. The goal, through the consolidation, is to come together stronger and more impactful in the areas of student success, faculty, staff and regional economic development.

President Genshaft noted that USF is developing an advisory committee of the FUSE program presidents to partner with USF to create greater student access.

Campus Board Discussion

Chair Shinn requested final budget numbers at the next Board meeting.

Dr. Jain asked for the Board to be included in the development of agenda items for the next meeting.

Chair Shinn requested data showing how, if campus housing and a new campus building are not developed in the near future, it will require USFSM to rent spaces. At the next Board Meeting, data should be presented to compare our rate of growth with current facilities before requiring additional leased facilities.

Adjournment

Chair Shinn adjourned the meeting at 5:15pm.