



CAMPUS ADVISORY BOARD MEETING

August 5, 2021
9:00am -11:00am

AGENDA

1. Call to order Melissa Seixas, Campus Board Chair
2. Roll Call Regional Chancellor Martin Tadlock
3. Information Items
 - a. Welcome BOT Chair Will Weatherford
 - b. Introduction of USF Interim President Rhea Law Melissa Seixas, Campus Board Chair
 - c. USF St. Petersburg campus update Regional Chancellor Martin Tadlock
 - d. USF St. Petersburg campus Faculty Council update David Rosengrant, Chair, Faculty Council
 - e. USF St. Petersburg campus Student Government update Student Governor Veronica Jiminez
4. Action Item
 - a. Approval of summary minutes from April 22, 2021 Melissa Seixas, Campus Board Chair
 - b. Approval of summary minutes from June 8, 2021 Melissa Seixas, Campus Board Chair
(Programs Update)
 - c. Approval of summary minutes from July 20, 2021 Melissa Seixas, Campus Board Chair
(Budget workshop)
5. Action Item
 - a. Campus Budget Recommendation David Everingham, Interim Regional Vice Chancellor
Regional Chancellor Martin Tadlock
6. Board Discussion
 - a. Roundtable discussion Campus Advisory Board Members
7. Adjournment Melissa Seixas, Campus Board Chair

Next Campus Board Meeting – October 14, 2021 - 9:00am-11:00am

4a. Approval of Minutes from
Campus Advisory Board Meeting
April 22, 2021

Melissa Seixas, Campus Board Chair



CAMPUS ADVISORY BOARD MEETING
April 22, 2021
9:00am-11:00am
Teams
Summary Minutes

Attendees:

Melissa Seixas
Susan Churuti
Scott Goyer
Lawrence Hamilton

Andrea Campos
David Rosengrant
President Currall
Martin Tadlock

1. Call to order- Melissa Seixas, Campus Board Chair
 - a. Chair Seixas called the meeting to order at 9:00am. This is Chair Seixas' first Board meeting as Chair. She stated it is truly an honor to work alongside the Campus Board Members and represent the Board of Trustees for the University of South Florida.
 - b. Chair Seixas thanked Stephanie Goforth for her past leadership in her role as Chair on the Campus Board and the Board of Trustees. We invited Stephanie to join us today, but she was unable to attend, so hopefully you all had an opportunity to express your appreciation to Stephanie.
2. Roll Call- Regional Chancellor Martin Tadlock
 - a. Regional Chancellor Tadlock conducted roll call. Lisa Brody and Debbie Sembler were unable to attend.
3. Action Items
 - a. [Approval of summary minutes from January 14, 2021](#)-Melissa Seixas, Campus Board Chair
 - i. The minutes for the January 14, 2021 Campus Board meeting were unanimously approved. Scott Goyer moved to approve the minutes and Lawrence Hamilton seconded it. All Campus Board Members approved.
 - b. CITF Project Update-Nick Setteducato, Assoc. VP, Resource Management & Analysis
 - i. Nick introduced this voting topic regarding the CITF Project list. The essence of the Capital Improvement Trust fund (CITF) is there is a fee charged per credit hour of \$6.76, and it's consistent across all campuses. It is used to accumulate funds for renovation and building projects and other projects students feel would enhance their experience. The university as a whole, submits a plan through their Campus Boards and through the

BOT and it gets sent to the BOG each year, showing the priority of projects. Then based on the accumulation of funds over the years, those project funds are released back to the university to allow them to get started on those projects, then procurement processes, etc. kick in terms on how to proceed.

- ii. Previously St Petersburg campus had two projects that they had noted as priority from its students.
 1. One of the projects which had accumulated sufficient funds was related to making improvements to Coquina Hall, which was renamed in memory of Bill Heller.
 - a. Over a year ago, in meeting with students, campus rec, and those around campus, it was decided there is better use of those funds. USFSP campus has a pool which dates back to mid 1930's, which is available to students, but is adjacent to Heller Hall, which is nowhere near our housing district (Osprey and Pelican). In order to get that pool back into shape long term and to make it aesthetically as well as functionally appealing, would be very cost inefficient.
 - b. The balance between renovating an existing resource versus a new one are relatively the same cost, and knowing that the location is not ideal and there will probably be other issues related to maintaining such an old facility, the recommendation is to change that priority to build a new pool adjacent to Pelican suites.
 - c. Those funds are already accumulated and based on the preliminary estimate, will be \$2.1 million.
 2. There is funding still being accumulated for a variety of enhancements in our University Student Center for student space and use.
- iii. Al Gentilini, Director of Campus Rec and Ben Pazian, reviewed the ["Replacement of Coquina Pool" presentation](#)
- iv. Melissa stated we have extraordinary budget circumstances and decisions being made and her understanding is that this coming before the Campus Board today was to move this opportunity into the cue that will go into the overall masterplan for the university.
- v. Nick stated there is a CITF \$2,055,429.00 budget allocation that is sitting in the account. It had been set aside for the previous renovation project in the Heller Hall space. The action they're asking the Board today is to authorize us to change our priority to include this as the first priority and the second priority remaining is for USC renovations (which we are accumulating funds for and don't expect to have that for a few years).
 1. With your approval, we would put on a list to send to the Board of Trustees to approve all of the CITF projects and the next step after their approval would be to send to the BOG for their consideration. Therefore, if the BOG authorizes this as a project for us to start expending against, our plan would be to not try to disrupt during next academic year, but to begin this project no sooner than at the end of Spring 2022 to be available for Fall 2022, but this is speculative with hurdles, timing, availability of contractors, etc.
 2. Question: Will the operations of the new pool be a more cost-effective decision?

- a. We will spend less money on maintaining the new pool and the manpower. We are basically spending our budget on maintaining an asset.
 3. What about the cost to eliminate the existing pool?
 - a. That would have to be funded separately but we'd make the pool as non-accessible and functional to eliminate any ongoing costs until the new pool is built.
 - b. The idea would be to remove the equipment and fill it in. In the future that space would be opened up for other use on campus whether for student or research purposes.
 4. Chair Seixas asked if there were any other questions. She stated we are approving the inclusion of change in prioritization to begin moving it along and allow it to go through the process for the Capital Improvement plan and the Master Plan.
 - a. Campus Board Member Susan Churuti moved for approval. Scott Goyer seconded the motion.
- c. Elect Vice Chair of Campus Board- Melissa Seixas, Campus Board Chair
 - i. Chair Seixas asked for nominations for Vice Chair of Campus Board. Susan Churuti nominated Scott Goyer as Vice Chair. She understands the duties for this role are to step in for the Chair when there is a temporary vacancy if the Chair has a conflict.
 - ii. Lawrence seconded the motion. All were in favor of Scott Goyer to be elected as Vice Chair. None opposed.
 - iii. Scott Goyer thanked Melissa for that recognition and honor.
 - iv. Melissa said her and Scott have known each other over 20 years and he brings incredible insight, skill and experience through the work he's done in the community and with business organizations. He brings a strong upside to our students, faculty and staff. Thank you, Scott, for accepting.
 - v. Scott Goyer is now the Vice Chair for our USFSP campus Advisory Board.

4. Information Items

- a. USF update- USF President Steven Currall
 - i. President Currall stated he is pleased to join everyone to share a brief update on the exciting work that we're doing across our three campuses. He thanked Chair Seixas, and the Campus Advisory Board members for their continued service to USF.
 - ii. The President recognized Regional Chancellor Tadlock's leadership of the USF St. Pete campus and continuing to strengthen our synergies as one USF.
 - iii. The spring semester has been active and productive thanks to the hard work of our faculty and staff. USF has continued to support our commitment to student success while continuing to manage and monitor the effects of COVID-19, as we've done

throughout the pandemic. We continue to base our decision making on science, closely tracking public health data, and consulting with the amazing USF Health experts. They're also partnering with local health agencies to offer COVID-19 vaccination programs, including to military veterans and their families. We're now offering the vaccine to USF students and employees, and we just announced this week that family or household members of USF employees can sign up through USF for the vaccine.

- iv. USF Health researchers are participating in a National Institute of Health clinical trial to better understand the rare allergic reaction some people are having to the Moderna or the Pfizer vaccines. USF is one of only two academic research centers in the state with the expertise necessary to participate in the study. He thinks the science is now showing that those are very rare reactions and we are very pleased to be able to take part in the research that really examines reactions to ensure that those vaccinations are safe. Muma College of Business, the Center for Analytics and Creativity has been studying COVID-19's economic impact on the region.
- v. Muma College of Business is offering no cost professional certificate programs, and some of you may be taking the certificate program for Diversity and Inclusion in the workplace. This online program has attracted more than 130,000 registrants. The President will be speaking in the last session of that course on how to sustain diversity and inclusion efforts.
- vi. The President met with the St. Petersburg area Economic Development Corporation to update them on ways that USF has responded to the needs of the community throughout the pandemic. Also discussed was how resources and expertise of the St. Pete campus can further benefit the business community.
- vii. We are looking forward to celebrating our Spring 2020 graduates at an in-person commencement ceremony scheduled for May 8th at Tropicana Field in St. Pete. We're excited to hold the entire USF graduation ceremonies here. We will have two ceremonies that day, 9:00am and 6:30pm.
- viii. We will be nearing the completion of our work to develop and share our vision for USF's strategic renewal towards the end of May. The Strategic Renewal Taskforce, chaired by Professors Charles Stanish and Sylvia Thomas, has been overseeing a rigorous and inclusive process to develop a framework for a strategic plan for the next 10 years for the University. They've been gathering community feedback. President Currall thanked the St. Pete campus community for their valuable input as part of this process. The Task Force is working with members of the President's Leadership Team to frame the strategic initiatives, academic clusters and cross cutting themes that emerged from the rigorous process. They're on track to provide draft recommendations to the President by the April 30th deadline. The President looks forward to sharing more details in the coming weeks.
- ix. Our plans for USF Strategic renewal will continue to support investments in world class interdisciplinary research that impacts our region and the state, and a recent example is we had USF's response to the wastewater breach at Piney Point. The College of Marine Science in St. Petersburg launched the first research vessel to study the potential

impacts of contaminants on the region's ecosystem. Our researchers adapted a computer model, which was originally created to track red tide, ocean hurt and ocean currents during hurricanes, and our scientists are using the model to forecast the effects of Piney Point spill. They're making that software available to the public as well.

- x. USF's expertise in the environmental Sciences will also serve our state with the appointment of USS Professor Mark Raines, Director of USF School of Geosciences, as Florida's next Chief Science Officer, Governor DeSantis announced last month. The first scientist to hold that position in the state of Florida was our own Tom Frazer, now Dean of the College of Marine Science. USF is proud to represent the scientific expertise and leadership needed to support our state's environmental management in stewardship goals.
- xi. USF had some more good news stemming from our high ranking by the Times Higher Education Publication in London. The Times ranked USF #3 in the US and #30 in the world in its 2020 impact ratings. This ranking is based on the university's efforts toward meeting United Nations Sustainable development goals. USF is ranked in the nation's top universities in several key areas such as developing innovative solutions, ending poverty, providing clean water and sanitation, addressing emerging global health issues, protecting and enhancing marine ecosystems, creating technologies that strengthen the world's infrastructures and industries and establishing new efforts to reduce income inequalities.
- xii. The President announced some changes to his leadership team to support our University priorities. In March, the President announced that Professor Elizabeth Hordge- Freeman, senior advisor to the President and Provost for Diversity and Inclusion, has agreed to serve as Interim Vice President for Institutional Equity. During the summer, we will begin conducting a full national search for a permanent Vice President of Institutional Equity.
- xiii. We're also leading national searches for the Vice President of Research and the Vice President of Marketing and Communications.
- xiv. During the summer we will be launching a search to find the successor to Regional Chancellor Martin Tadlock. He didn't say "replacement", because no one can replace Martin, but we will be looking for his successor.
- xv. The President thanked Chair Seixas and the members of the Campus Advisory Board for their service to USF.
- xvi. Questions:
 1. With the National Search for the new Regional Chancellor for USF St. Pete campus, can you share the process and role our Campus Board Members can play.
 - a. The President is a believer of doing full National Searches. They will do the same to find Martin's successor, and will be hiring a search firm. He is mindful of the cost of search firms, but thinks it is a very good value for the money for many reasons. The search firm helps ensure a diverse pool

of candidates, and to help identify women and people of color as possible candidates.

- b. They will create a search committee that will be advisory to the President in making this appointment. They will have listening sessions across the St. Pete Campus, listening to faculty, staff and students for the key characteristics in leadership attributes for the next Regional Chancellor. It also important to listen to our alumni and business leaders in the St. Pete Region because the Regional Chancellor role is so important in terms of outreach to the St. Pete area, someone who embraces the connectivity to the business community to nonprofits in the St. Pete area and can really help us integrate the campus into the broader St Pete community even deeper level.
 - c. Also important in this role is going to be philanthropic fund raising. The University is ramping up its efforts in philanthropy to give us more independence from state budgetary fluctuations.
 - d. Board Member Susan Churuti stated that from the time her husband came on the board, which was eight years before her, we've had Karen White, Margaret Sullivan, Sophia Wisniewski and now Martin, who is in the process moving on. She thinks what the community is looking for to a certain extent is to slow down the churn in all of these positions and have some stability there. She suggests that we have a community that is thirsting for a relationship with the USF St. Pete campus and we should try to give them the opportunity to form these long-term relationships where it's possible.
 - i. The President agreed with Board Member Churuti. We are hoping for individuals that are able to make a long-term commitment to St. Pete campus and to the University especially since the turnover is disruptive for everyone, so that'll be one of the key considerations we have.
2. Vice Chair Scott Goyer asked about the thought process about replacing Dean Sundaram's role and how would that connect to the campus. He got to know him because of the Chamber affiliation.
- a. The President believes it's very important for us to have the rigor of a National Search and will need someone who can succeed as the Dean of the Kate Tiedemann School of Business and Finance, someone who can manage the academic operations of the school, as well as reaching out to the business community in St. Pete and Pinellas County. Sri has done a great job at that and we will need someone who shares that commitment. The process will be overseen by Dean Moez Limayem of Muma College of Business, Provost Wilcox and the President will also be contributing to that process because he is a former Business School Dean, and has familiarity with Business School leadership. We'll make sure we

do a very thorough search to find his successor and make sure we've got someone who really has the ability to do both the internal and external parts of that job.

b. USF St. Petersburg campus update- Regional Chancellor Martin Tadlock

- i. Chancellor Tadlock reminded everyone this is Melissa's first meeting she is chairing and it's a privilege to work with her as our Chair of the Campus Board and on the Board of Trustees from St. Petersburg. There are a lot of things behind the scenes and it is time consuming, and he wants to make sure everyone knows how much we appreciate her willingness to serve in this capacity.
- ii. Lisa Brody, a distinguished attorney and devoted community activist, who joined us as a new Campus Advisory Board member is going to be an outstanding member of this group.
- iii. Chancellor Tadlock thanked all those who participated in a campaign in an effort to recruit more underrepresented students to our campus. Lisa Brody, Melissa Seixas and Susan Churuti, Goliath Davis (a longtime advocate of this campus who lives in Tallahassee) and some others of you, participated in a calling campaign to reach out to admitted students of color to talk about why they should go ahead and deposit and come to USF St. Petersburg campus and enroll here. There were between 20-30 students on that call list for each of them and this must have been highly impactful for those students who picked up the phone, to receive a call from a Campus Board Member. Chancellor Tadlock said he appreciated their help and thanked them for doing that. It's that commitment to individualized attention that truly sets us apart. Your actions have a direct impact on the culture and climate of diversity on this campus.
- iv. The College of Education Dean search that has a direct impact on the College of Education is in its final stages. Chancellor will forward you information so you know who those finalists are.
- v. Martin has been in touch with Dean Moez about replacing Sri's Sundaram's role in the Kate Tiedemann School of Business and Finance. There will be a National Search. We anticipate an interim appointment in that school and a National search next year for a permanent replacement.
- vi. Following the search of the Regional Chancellor, we will begin a search for Regional Vice Chancellor/Assistant Provost of Academic Affairs, which Cathi Cardwell is serving in currently and doing a magnificent job in that role. You will be getting that information as these things roll forward.
- vii. Our plan is to move forward with a full return to pre-COVID in-person class delivery and on-campus student activities in Fall 2021. Of course, we're going to continue to be guided by the scientific advice of public health and infectious disease experts and we will adjust plans to changing conditions if needed. We'll also do everything we can to support our students, faculty and staff as we prepare for this significant transition.
- viii. We're working with St. Petersburg Downtown Partnership in hosting a series of small community meetings to solicit input from members of the business community and colleagues throughout USF around academic clusters, focusing on the creation of a

Center of Excellence in Oceanographic and Environmental Science on our campus, STEM education, health sciences, blue/green economy (businesses related to sustainability and ocean science), and Visual and performing arts. We already had two cluster meetings, two more tomorrow, one more coming next week and then a 6th meeting that will be open to a much larger group of individuals and our political leaders in Pinellas County to pull all that together in a summary form. There's a lot of excitement around this initiative, and we'll keep you updated as we progress.

- ix. It's Earth Day and what was shared by President Currall about the THC ranking is extremely important to the University and it reflects very well on this campus. We are one of 10 colleges and universities nationwide that will receive pro bono consulting to help advance climate action planning and projects on this campus. The grant will allow USF to unify and streamline efforts to address climate change while creating a more sustainable environment. It was an award given to us to further develop our plan to reduce greenhouse gas emissions, align sustainability priorities while tracking carbon emissions across all three campuses, and combine efforts and resources that lead to a singular vision for achieving carbon neutrality that we've been in partnership with the city of St. Pete for a number of years. This effort was largely led by Winnie Mulamba, the sustainability planner based on our campus. She's doing a tremendous job and we are very grateful for her efforts
- x. An interdisciplinary team of USF researchers is joining with the city of St. Petersburg to identify structural racism and to make recommendations on how to address this multi-faceted issue. The team includes our very own Jamie McHale, a Psychology professor and director of the Family Study Center. He and his colleagues will be analyzing data and trends that pertain to the criminal legal system, economic development, unemployment and the healthcare system that illustrate how infrastructures are potentially limiting opportunities for growth in the Black community. In addition to collecting quantitative data, they'll also listen to narratives of residents and activists on how systemic racism has affected various aspects of Black lives. It's an important initiative and we're proud to be a part of it.
- xi. Finally, I'm really proud to tell you about a very important initiative we just launched on our campus. In collaboration with Native American nations and community partners, we have created a Native American Land Acknowledgment. By recognizing those who came before, honoring their cultures and establishing partnerships with Indigenous communities still present in Florida, the campus is remembering a prosperous and painful history while building bridges for future opportunity. I would encourage you to visit the plaque installed in our University Student Center that is mounted on reclaimed wood and inscribed with our Land Acknowledgment statement. In addition, please stop by the first floor of the Nelson Poynter Memorial Library for an exhibit about the Native American nations who inhabited this area.
 1. Our Land Acknowledgment statement is as follows:
 - a. The University of South Florida St. Petersburg campus wishes to acknowledge and honor the Indigenous communities who lived and took stewardship of this land. The university recognizes that this campus was built on the Indigenous homelands and resources of the Seminole,

Miccosukee, and Tocobaga people as well as their ancestors going back over 10,000 years. We acknowledge the painful history of genocide and forced removal from their territory, and we honor and respect the many diverse Indigenous people still connected to this land on which we gather. This is a call for all of us to commit to continuing to learn how to be better stewards of the land we inhabit.

- xii. Chancellor Tadlock will be sending the enrollment update regularly concerning our admissions work and our conversion of those students to matriculation work, and will send you monthly updates that pertain to race, gender, and other measures of student recruitment.

- c. USF St. Petersburg campus Faculty Council update- David Rosengrant, Chair, Faculty Council
 - i. David Rosengrant reviewed the [St. Petersburg Faculty Council Update PowerPoint](#)
 - ii. One of our main goals for this year with our faculty council was to get all of our operational documents in order. As a quick refresher, prior to consolidation we had our own faculty senate in St. Petersburg but with consolidation it didn't make sense to have the three separate senates, so we have one senate across the system. In that, we have a Campus council committee whose members may or not be members of the senate. Our charge was approved last semester but our operating procedures were just approved this month. I included the document as only an FYI.
 - iii. In addition to our governing procedures, we have been advocating for our campus in various formats. As you know, at our previous meeting in January, I raised concerns about the Strategic Planning Task Force. As a result of this, the President and leaders of the task force met with us which resulted in some very good conversation. We came to an amicable decision to have additional consensus building sessions with our council and the task force which are in addition to having them come to our next meeting on April 28th.
 - iv. Along those lines of input and communication, the search for the RVCAA was postponed until we know who our new Regional Chancellor is going to be later this year. The Provost asked me to call a special meeting of our council to solicit ideas and input from the group. We had some very fruitful discussions and I know the council and myself were happy to have had that opportunity.
 - v. Moving forward we know that there will be changes coming to our campus in the years ahead and our campus council wants to work with them. As a result of this we invited Dr. Frazer, the Dean of the current College of Marine Sciences to join our February meeting and hopefully he can attend our April 28th meeting. The members of the council currently are limited to those whose pay comes from the St. Petersburg Budget. We feel that with Dr. Frazer joining us will allow us to work more with his college. During our February meeting, it was agreed, that for now he will serve in that advisory role, but if in the future we see the need to modify our membership, we will always have that option.

- vi. As Chair of the Campus Council, in addition to my role here on the board I also serve on the Faculty Senate Executive committee. Since the deficits were announced last October, this leadership team has been working with administration to gain a better understanding of the deficit while also advocating for faculty. Though our budget in St. Pete is arguably in overall better shape than the Tampa budget, it is important that board knows about this work and how faculty here could be impacted.
- vii. This team has been meeting every Friday between an hour and an hour and a half to go over this since January. Dr. Rosengrant greatly appreciates the administration for doing this and he applauds the passion of the faculty on this committee. There is a lot of time and energy on both sides to have these meetings but it is necessary and time very well spent because it shows each perspective and what ramifications could entail. For example, we have shown how cuts to various colleges will impact student success, which, as a result we were able to come up with, as a team which included deans, some temporary solutions. For example, the College of Arts and Sciences was able to receive some funds to make sure there are enough instructors to meet student demands, especially in introductory courses.
- viii. It is important to understand how those cuts may affect St. Pete faculty. One way that could affect our faculty is class sizes and where courses are being taught. St. Pete has always prided itself on a smaller more intimate setting, but that could change out of necessity moving forward. The other issue is if there are layoffs in the future, though our faculty are paid through the St. Pete budget, according to the collective bargaining agreement, if a layoff is to happen in a unit then instructors and non-tenured faculty would be laid off first. If a unit is multi-campus and an instructor here in St. Pete is part of the unit, and even though their budget is from St. Pete, they may have to be laid off before a Tampa faculty member if the first one in line there was a tenured individual. We have faculty who left or who are looking and some who have already left. If you did not know, the process for faculty to get a job once a posting goes up can take almost a year and so the uncertainty is causing angst among faculty. Finally, faculty have concerns over cuts in the library which will decrease the ease to get references for our research.
- ix. As a result of this, all of our faculty from across the three campuses are working very hard with administration with regards to the budget cuts because it impacts all of us. Now, we are focusing on the current deficit of \$30 million and what that entails. This is part of an ongoing process with our discussions that happen every Friday. The ppt from Dr. Boaz, the faculty senate president is only an FYI showing what was sent to faculty. The proposed budget cuts from the legislatures, specifically the savage budget cuts proposed by the house will also impact all of this. Our faculty just discussed much of this as a whole for the first time.
- x. We just had our faculty senate meeting yesterday. Moving forward, we have goals for our campus council. One thing that will be critical is stability in our membership. We will have 9 members next year. The three colleges will each have two representatives and the library will have one. We also included the department of criminology and

graphic arts since the departments are based here in St. Pete but they are not part of the three colleges on our campus. Thus, each department will have one delegate.

1. It is important to note that this is a tentative proposal. The goal is not to have 5 people rotate off one year while other years you have none, but every year to have 3 individuals rotate off. This would allow 6 members every year to serve on the council who have had previous experience. To further help with consistency, there are not any years where both members from one of the three colleges rotate off at the same time. This is just one of our goals for the council moving forward.
 - x. Moving forward we will be holding chair elections next week for the 2021-2022 year.
 - xii. We are sending out a survey soon across all three campuses to allow faculty to discuss the impacts of consolidation now that we are approaching a year being one USF.
 - xiii. Though the calendar is not finalized, we typically have our meetings on the alternate Wednesdays from 3-5 from Faculty Senate. Our goal is to have one meeting a month, thus four meetings a semester. Once Faculty senate uploads next year's calendar we will do the same.
- d. USF St. Petersburg campus Student Government update- Student Governor Andrea Campos
- i. Andrea thanked Chair Seixas for the opportunity to discuss what student government has accomplished this academic year.
 - ii. Consolidation has led way to collaboration amongst three campuses. And that has also increased access to resources and ideas that have made way to projects such as Together All, a mental health platform which intends to connect and help students throughout this difficult time by establishing a peer to peer support community.
 - iii. They've also responded alongside the University to our Black Lives Matter movement through support for black students and students of color and have increased support to multicultural affairs.
 - iv. They also led a general election voting initiative called Bulls vote, which encourages students to register to vote, and inform their peers, family and friends.
 - v. They also increased communications with students through emails to their entire community and have also done press releases in town halls that hope to aid the University in informing students of changes during these uncertain times.
 - vi. They established and soon hope to expand access to free menstrual products to students who need them throughout our campus.
 - vii. They revitalized their Butterfly Garden and hope to unveil their hard work in this area in the summer semester.
 - viii. These are in addition to many other initiatives that are ongoing and will hopefully be accomplished through the next academic year.
 - ix. This is Andrea's last Campus Advisory Board meeting as student body Governor. She thanked everyone for the opportunity to serve alongside the board and represent the students. She has been truly honored to serve as the first governor in the St. Petersburg campus of the Consolidated Student Government. She is thankful for the opportunity to

enact change on our wonderful campus and to have represented St. Petersburg and both Tampa and Sarasota. She thanked everyone for the commitment to helping students in our community. It is truly seen by all students on our campus.

- x. Andrea wants to welcome our next Governor, Veronica Jimenez and wish her the most success throughout the next academic year.
 - xi. Chair Seixas thanked Andrea for representing our students in St. Petersburg, in addition to her caseload, during a pandemic and said she demonstrated the leadership skills that are going to carry her through to great success in the future. We will welcome Veronica as well.
 - xii. Chancellor Tadlock said Dr. Helton and Dr. Tadlock had been meeting with Andrea regularly and she has done a tremendous job in fulfilling her position and her role here without controversy in a progressive way where things got done. Everyone appreciates the work she's done.
- e. Progress made on USF/BLN Helios Grant Program- Dr. Paul Dosal, VP for Student Success
- i. Update on planning initiative. Last fall USF received a \$60,000 grant from the Helios Education Foundation to engage in a strategic enrollment planning process with our partners in the Black Leadership Network. Dr. Dosal had the honor of co-chairing that committee with Anddrikk Frazier of the Black Leadership Network. The objective of this planning effort is to develop more innovative and effective plans to boost black student enrollment at all three USF campuses students from the Tampa Bay region.
 - ii. The steering committee was in January and its first task was to engage the services of an external consultant. They were pleased to engage Dr. Lincoln Chandler of Chicago to serve in that capacity. He's a graduate of Florida A & M and MIT and that background is useful for this initiative. Dr. Chandler told a story about how the President of Florida A & M called him personally and said I want you to come to Florida A & M and that's why he went there, so those calls are impactful.
 - 1. They are in the fourth month of the planning effort and Dr. Chandler has completed his introductory conversations with stakeholders across USF and in the community. He's also completed his initial dive into the data and has an understanding on the issues he wants to address.
 - iii. Over the last four years, of all the black student applicants, only 37% of them were admitted into USF. In contrast, all other student groups came in at 61%. They've been exploring why, and then trying to develop strategies to address that gap and boost the admittance rate through a level that's closer to par with all the other student groups. The committee is taking a look at all aspects contributing to this. Their work has been focused on dividing their steering committee in to four working groups, each of which will be assigned a particular area to analyze and then develop recommendations. To boost black student enrollment, the four working groups will be focusing on the following.
 - 1. College readiness and recruitment.

2. The application and evaluation process, and finding ways to facilitate that process. Want to look at how they might reduce the number of incomplete applications.
3. Persistence, engagement and completion efforts on our campuses. They will look at climate and programs and activities on each one of the campuses to make sure our campuses are attractive to those students.
4. Strategy, evaluation and sustainability.
5. They are talking about making the appropriate institutional commitment and doing all they can in order to sustain their efforts to increase black student enrollment on each one of the campuses.

iv. Questions:

1. Are there any early indicators of why black students may or may not choose USF?
 - a. They think too many students in the area look to go to other institutions outside the area. They want to do a better job of communicating the value of attending USF. Students miss opportunities by wanting to go far away from home and we may need better marketing.
 - b. Concerned about the student climate. Need to make sure students are pleased and satisfied with USF.
2. Are there some interim steps we might be taking during the COVID-19 testing changes and if we're taking advantage of those and how we're doing that?
 - a. There are a lot of challenges and one of them is testing. Florida did not go test optional and so our students are taking the tests less frequently than they normally would have. They are thinking about if they can do more to provide some test preparation workshops for students. Since there is a cost, can they offer it for free to limited income students? Could they waive the test fees?
3. Chair Seixas asked Dr. Dosal if they have potential funding mechanism to ensure we can move into the second phase of this.
 - a. There are some grant opportunities to address some of these issues and sustain the effort. They're looking at all opportunities, public and private funding to keep this going.
4. Chair Seixas stated that in the intel gathering and fact gathering process, if Tampa Bay is the target area, we can safely assume you're looking around Sarasota Manatee, Pinellas County, Pasco and Hillsborough. Have they found any trends at this point that indicate the need to employ different methods in different areas or is it consistent across the Tampa Bay region?
 - a. Dr. Chandler has been looking at data and enrollment patterns from high schools that feed into the USF campus. There is a great difference in terms of the numbers of students and how well they perform once they're here. We believe strongly we should strengthen our efforts in college readiness efforts. We want to work with our partners in the

school districts to let them know what it takes to be college ready. The data shows there's not equal access or participation rates in those college readiness programs.

- b. Looking at grant opportunities to strengthen our efforts. We're already the host of the Florida College Access Network, which is hosted at USF since 2007, and we built college access network around the state, including one that unites Hillsborough and Pinellas counties. That allows us to work with community organizations to improve college readiness and access.
5. Is the Steering committee made up of all internal USF representatives or are there external members of the community?
- a. We do have external partners representing all USF campuses and counties. We have representatives from the school districts of Hillsborough and Pinellas on the steering committee, President of the local chapter of the YMCA, and Anddrikk Frazier, the co-chair of the committee representing the Black Leadership Network.
 - b. Chair Seixas is volunteering members of the USF St. Petersburg Campus Advisory Board, who could provide some insight, which would be very helpful in the process. Please encourage those leading the effort to call on any one of the Campus Board members.
6. Board member Churuti spoke to the President at the Broward Community College. His student population was around 66,000, primarily Hispanic and he formed a relationship for admission and education with a Community College in Spain, and they were admitting each other's students. They were exposed to international travel and vice versa. Students that might not have been enthusiastic about attend Broward State College were enthusiastic because they had the opportunity to study in Madrid. We might look at areas that are minority rich and some ways of encouraging cross communication with another campus.
- a. As we look for solutions, we need to strengthen partnership with everyone who shares our mission, vision and values.

5. Board Discussion

a. Roundtable discussion- Campus Advisory Board Members

- i. Chair Seixas expressed appreciation for Dean Sri Sundaram's leadership and feels like she has known him for many years. When Sri came, he got involved in the community, building relationships, and he excelled at that. We're going to miss you and wish you and your family the very best.
 1. Sir thanked the Board, the University Leadership and the community for their support, mentorship and guidance they provided. Sri felt welcomed when he came to the St. Pete Community. He had a tremendous opportunity to build the Kate Tiedemann College of Business and now the Kate Tiedemann College of Business and Finance to be solid in foundation. He was fortunate to come into a

brand-new building but also had some great benefactors like Kate Tiedemann and Ellen Cotton, Lynn Pippinger, along with all the others who have been so committed to supporting our initiatives. Sri is very grateful for everything.

- ii. Board Member Lawrence Hamilton appreciates the efficiency of Chair Seixas in running the meeting, which is always valuable in terms of respecting our time.
- iii. Board Member Susan Churuti stated we have a budget meeting in June and she doesn't want the board to lose sight of the obligation given by the legislature which is to report to the Board of Trustees, who will then report to the legislature the four criteria:
 1. Trend information relating to the access of new degree programs for students in the counties that they serve.
 2. Any changes to student enrollment and outcomes at each campus.
 3. Increase research conducted in research infrastructure added in those counties.
 4. Any fixed capital outlay the property acquisitions planned or completed in those counties.
 5. Board Member Susan Churuti Would like to see more rigorous reporting by the Administration and would like to get those four criteria placed on our budget agendas. Would also like updates on the Academic Clusters.
- iv. Chair Seixas stated that it is her responsibility as a BOT member that we link in the St. Pete Campus Board. The Helios program that Dr. Dosal spoke on was an example of that. There was a presentation on Coastal Engineering that the board would be interested in as well. It is her responsibility to be the communication channel to get that information to our board and they have the opportunity to weigh in. For example, Campus Board has an important role for research and Academic Clusters. We'll make sure to cover those four items that you mentioned in our campus board meetings.
- v. Chair Seixas mentioned it's hard to meet quarterly, given the sheer volume of work that happens in a university and to make sure our campus board is informed. As we move forward, would like to have workshops when strategically needed in between our quarterly meetings. We should do this around programs.
 1. Chair Seixas mentioned that Susan Churuti had asked for an update on the Family Service Center led by Jamie McHale and other programs as well like Campus Community DNI Task Force, CADIC, a grant received from Jennifer O'Brien for her work on Alzheimer's and memory, etc. There is a lot of important work happening across the University and she wants to ensure our Campus Board members are aware of them. We'll look to schedule another workshop before the next August 5th board meeting.
 - a. Board Member Susan Churuti added how important David's input is to this Board. We appreciate what you're doing and want to hear more about the progress you're making.
 - b. Board Member Susan Churuti also stated that as a campus board member, people in the community approach her and feel like she's the point of access to USF from the St. Petersburg community. When we get items from the community, she would like to bring them to the Board to

discuss. She is grateful that anyone that has a local program that they would like to highlight for this board, we have the opportunity to communicate with each other.

6. Adjournment- Melissa Seixas, Campus Board Chair

Meeting adjourned at 10:57am

Next Campus Board Meeting – August 5, 2021 - 9:00am-11:00am

4b. Approval of Minutes from
Campus Advisory Board Meeting
June 8, 2021
(Programs Update)

Melissa Seixas, Campus Board Chair



Campus Advisory Board Programs Update workshop

June 8, 2021

2:00pm-4:00pm

Teams Meeting

Minutes

Attendance:

Lisa Brody

Susan Churuti

Lawrence Hamilton

Scott Goyer- Vice Chair- Not able to attend

Reuben Pressman

Melissa Seixas- CHAIR

Debbie Sembler

David Rosengrant (ex-officio)

Veronica Jimenez (ex-officio)

Martin Tadlock

Chair Melissa Seixas opened up the meeting and said we are looking forward to hearing the Program updates and thanked the Campus Board members for their interest and willingness to give us time to hear the program updates and thanked the faculty for the updates. Hopefully we'll have more opportunity to hear more Program updates.

Chair Seixas reported that the BOT approved the nomination of Reuben Pressman to our Campus Board.

Dr. Tadlock took roll call: All Campus Board members were in attendance except Scott Goyer.

1. [Family Study Center](#): Jamie McHale

Dr. Jamie McHale reviewed the [Family Study Center PowerPoint](#).

This is the second part of the two-part presentation. This center has been running since 2003. The mission of the Family Study Center has always been to serve families in Pinellas County with children from pregnancy to age 3. They do other work, but that is the scope of their work.

Clark University is where Dr. McHale began his career. It is a community engaged, faculty run institution, private, not public. It has a genuine commitment to community. Faculty who moved into the area to support students were given a \$20,000 stipend from the University to buy their home and then \$5000 each year for 5 years to renew. They want faculty to be engaged and living there. Students who went to high school in the surrounding area were able to come to Clark University and study for free. The university had one seat on the Community Development Association that was getting funding from HUD and other places on community development.

In Wooster, it was a large Puerto Rican population, so Clark University had ESL classes for parents, and their children would come and get tutoring. Clark University was Community immersed and engaged. Dr. McHale came here and wanted to do that at USF St. Petersburg and feels he accomplished some of that. USF SP has been incredibly supportive in the growth and development of the Family Student Center as being embedded in and with the community both in St. Petersburg as well as Pinellas County.

Dr. McHale discussed the period of time before receiving recurring legislative appropriations in the state of Florida. One of the most significant ongoing connections and collaborations they have had has been with COQEBS. COQEBS has been trying to close the educational gap between black and white children. New science came out documenting that 80-85% of all brain development was done in the first three years of life.

Dr. McHale talked about his Top 3 Priorities, one of them is getting an Assistant Director in place. He will retire in 7 years and wants to have the next Director come in, get to know the Family Study Center, get to know the community and gain trust in people.

Question:

Board member Lawrence Hamilton asked, with your impending retirement in 7 years, do you have an idea who can replace you?

Dr. McHale said the next Director should be a black or brown individual. 80% of the work they do support black and brown families in St. Petersburg. We need a family systems person with infant mental health experience, a man or a woman, who can take over for him.

Chair Seixas thanked Dr. Jamie McHale for the work he is doing.

2. [Innovation Scholars](#): Kasey Kobs

Kasey Kobs reviewed [Innovation Scholars Career Exploration Program 2021 Update Powerpoint](#).

Kasey is a Career coach and the Coordinator for Career Experiences and USF St. Petersburg Campus Career Services.

Question:

Board Member Debbie Sembler asked if they work through Compass?

Compass is working with first time students and freshman in all different ways and it's an add on to what they do. Career services works hand in hand with Compass on many projects, and are great partners getting access to students and communicating with them, but they haven't worked specifically with Compass with this program. They work mainly with Enrollment services admissions in identifying prospective students, communicating with admits and admits who have deposited. Debbie Sembler commends what Kasey is doing with this program.

Question:

Board Member Reuben Pressman asked what's the benefit of having the minimum GPA requirement?

It is called scholars. Having a minimum GPA helps sets the program apart, makes it more distinctive, and it justifies the word scholars. Most of our admits come in with a high GPA. It was reinstated to justify why they are calling it scholars and to say this is a serious program, but it's available for anyone and they aren't excluding anyone.

Board Member Reuben Pressman stated students who may have a lower GPA may be challenged with inspiration of where they want to go and if this program can help them it may result in helping them increasing their GPA.

Question:

Board Member Reuben Pressman asked can you clarify the goal on who in the long term do you hope will be able to attend the program?

Every first time in college student, we hope will be paired with a mentor for their first fall semester. This is a first time in college program for that cohort of students. Students who may be academically challenged may need these programs even more, for retention, but we're not excluding anyone because our admission pool meets that minimum GPA requirement, which is 3.75 now. We're not trying to be exclusive, but trying to set an expectation in terms of professionalism and culture.

We have many students come in with their associate's degree and they only have two years to get an idea of what they want to do post-graduation, so that's another reason we need to grab them as FTIC's and enhance their career exploration opportunities very early because they have a much shorter timeframe to change their major or create a career path, identify their job or graduate school goals.

Question:

Chair Seixas asked what is the cost of this program?

There is no cost for participating. Dr. Tadlock stated its people time. Kasey has done a phenomenal job. It started with Caryn Nesmith and Kathleen Gibson-Dee with dedicated time to launch this program and it moved over to Career Services.

3. [Florida Studies and La Florida](#): Michael Francis

Dr. Francis reviewed the La Florida [PowerPoint](#).

This is a project that was launched formally in 2018, called la Florida the Interactive Digital Archive of the Americans. It began with a generous grant and the goal is to make colonial Florida history much more accessible to a far wider audience, to make it engaging, to combine innovative historical research with cutting edge technology. Dr. Francis showed a mockup of what the site will look like when they launch their next major initiative on February 1, 2022.

Question:

Board Member Reuben Pressman asked do you have the resources in the USF system to collaborate with someone on automating a lot of that and potentially putting it out there to be used for other purposes in the future.

Dr. Francis said because of the difficulty of some of that text, he doesn't know if in the next 10 years they'll have that. They're collaborating with a company in Europe called Transkribus and they're doing precisely that. Part of the reason we're doing the polygons, they're working on this with Dutch, English and French and they had no partner doing Spanish. We're basically giving them our work and collaborating with them with the hope that down the road that there will be some mechanism that will allow documents simply to be fed through this software and it will transcribe. If they had the investment to do that, it wouldn't take 10 years. It's very difficult to raise money for humanities type projects and is difficult to convey how this could be relevant to a global audience. Our goal is to create all kinds of levels where this could be used by 5th grade Colonial Florida history students.

Chair Seixas finds this incredibly fascinating because the technology seems like a complete breakthrough for the depth of research that scholars and students will be able to conduct with this kind of access.

Question:

Chair Seixas asked if the city of St. Augustine expressed any interest in using this data to more accurately reflect from a historical standpoint within their own city the role that African Americans played?

Dr. Francis stated we received \$60,000 in grant money from the city to support this work. When Dr. Francis gave a presentation of the Free and enslaved talk in St. Augustine, the President of the Historical society was surprised because they were not aware of that history. He has a conference call with him to talk about what they're doing. Dr. Francis said when they finish entering the data, about the people in those records, they will have more than 100,000 people. The city has been quite interested. There has been culturally a shift in the city to talk about their challenging past.

Question:

Chair Seixas asked how Dr. Francis would see the application of this technology in the Tampa Bay area from a historical standpoint.

Dr. Francis said that anyone interested in building a database where they can track people and the movements of people and create custom infographics, this software when we launch it, will be a gamechanger for that. It's software built on historical data, and that is rare. This is technology designed and created by us. Dr. Francis would like to come back to the Board after they launch this technology in February.

4. [Graphic Arts](#) (renovation of Harbor Hall): Jennifer Yucus reviewed the [Graphic Arts Program and Harbor Hall renovation update](#).
 - a. Jenny had the privilege of presenting last summer about the Dose of Gratitude campaign.
 - b. Last summer they were approved to be an official Shine Mural Festival location. It was created by two of their alumni from the program. Jenny appreciates all the support from campus leadership to get this project completed.
 - c. Josephine Hall gift- In 2018 they were gifted \$1,000,000 gift from Joseph Hall.
 - i. They completed a 17-station computer lab and the current round of renovations. The renovations should be done by the start of the Fall semester.
 - ii. First space is in the front lobby- updated lighting and flooring and updated monitors in the building.
 - iii. Down the main corridor they installed stainless steel magnetic walls and new track lighting. They still have to redo flooring. Student work will go up on the walls.
 - iv. Since Consolidation, Harbor Hall has been dedicated to just the Graphic Arts Program and they transformed the space into studio space. Two classrooms were combined into one, they have new lighting, stainless steel walls, new monitors. Other classrooms received a facelift too. In the back where the community room is, will have new lighting and flooring and will be a gallery space.
 - d. The support from the community has been fantastic. If you would like to stop by the building, Jenny would be happy to give anyone a tour. If you have any ideas for future projects, that would be great.

Chair Seixas stated that is a tremendous transformation of that space. St. Petersburg has become renowned for the Arts. She loves the fact they will have this open and using the space for the Saturday Art Walk.

Jenny stated once the renovations are completed, they will make plans for the Saturday Art Walk. After consolidation, the Graphic Arts Program became part of the College of the Arts, they will also be housing Architecture classes and Arts administration courses on the second floor of Harbor Hall. The more programs we get within the College of the Arts, the more community engagement we can get.

Question:

Chair Seixas stated the Campus Board members have seen some of the numbers for the fall admissions, can you talk about the admissions within the Graphic Arts Program.

Jenny stated they are a portfolio review program. Anyone can take the freshman sophomore courses and foundations and between sophomore and junior year, they apply to get into the program. They accept about 50% of their applicants and they get the cream of the crop. Their students are doing excellent award-winning work. They usually sweep the Addy awards and nationally they do a lot with AIGA. Their numbers are great and are emphasizing quality over quantity and really want the select students they have to excel and they're getting jobs at Major League baseball, Facebook, design firms, and they're doing great things.

Chair Seixas stated it is fantastic they are finding exciting careers and great they're finding them here. They make great ambassadors for the university. Perhaps when our campus board gathers together in person again, maybe they could do a tour of Harbor Hall.

Question:

Board Member Susan Churuti stated that someone left a legacy gift to support digital arts and the Campus Board helped make the decision how to spend that legacy gift, and it demonstrates our role as a campus board.

5. [Sustainability Studies](#) (interdisciplinary--across colleges): Magali Michael reviewed her [PowerPoint](#)
 - a. Dean Michael discussed the Sustainability Studies Program. It is one of the newest programs launched in Fall 2019. It is an important program and is one of a handful of Arts and Sciences programs that is only offered on the St. Pete campus.
 - b. The major was created based on student demand. So many students are interested in the field of Sustainability Studies but not all of them want to be scientists and we had nothing for them. This program was specifically designed as an Interdisciplinary program that could prepare people to work in all sorts of for profit, nonprofit, governmental agencies, all around the field of Sustainability studies.
 - c. They started with 3 students, and for the fall they now have 33 students. During that period, we had consolidation and covid and the numbers of new students on campus was much lower. They are now expecting a larger class, so it could grow larger than 33.
 - d. There is a Senor Capstone course and it brings together students who are doing internships or working on projects. They encourage internships in the community but there are some students that because of the jobs they hold or family obligations can't do internships, so they are allowing students to work on a series of projects. They have to wait until their last year to do this, and they meet weekly to talk through their internships and projects and also present them to each other throughout the semester.
 - e. There are a lot of Co-curricular activities created by students and staff.
 - i. There is a Green Virtual Festival planned for September 24, 2021.

- f. Students also have the option of doing Leed Training and Certification which adds to their credentials when they graduate. This is a national certificate we participate in.
- g. Faculty and staff have applied for a number of grants.
 - i. One of them is a \$25,000 Ford Motor Company grant to fight food insecurity through urban farming. The Fresh and Local Greenhouse Project could help address food inequality in South St. Petersburg where access to affordable and nutritious food is limited. About 30 students will participate in this project per semester, and they are also recruiting students from the high school, hopefully recruiting them to the campus in the future.

Question:

Chair Seixas asked if she has done any work with or talked to anyone at Brook Street Farms? They are growing acres of produce in containers and have a non-profit arm, Desert Farms and is an incredible business model. They've been able to bring in investors. They may make a great partner in the College of Arts of Science.

Dean Michael said the College of Arts and Sciences has a dedicated internship coordinator and they do have students placed there.

Question:

Chair Seixas asked Dean Michael what would you see as your next step in growing the Sustainability Studies? It's already very interdisciplinary.

Dean Michael said they probably need to increase our faculty. Right now, the program is being taught completely by faculty from other programs. When the proposal was submitted, part of the proposal was that we would add two new faculty, but we never did given consolidation and budget cuts. We don't have dedicated faculty to this program which makes it difficult, particularly through the consolidation process. A lot of our faculty workloads have dropped to align with their colleagues in Tampa, so it's difficult to get faculty to teach courses for this program when they're dedicated to another program. When they get more students, they will not have enough faculty to teach the courses that are required for the program. The goal is to build more faculty and keep the participation of the various programs that are part of this.

Board Member Lisa Brody was excited to hear about the opportunities for high school students because that will be very important moving forward in recruiting, especially for local students. There is a growing number of students interested in sustainability and are already doing work in this area in high schools.

Dean Michael said because this program is not in a department in the consolidated College of Arts and Sciences and it's a program just on the St. Pete campus, we are administering it in the College office and our Associate Dean, Susan Toler, is administering the program, so we have a lot of flexibility in working with the community. Dean Michael would like any names or ideas

the Campus Board members have because they'd like to grow those connections. Their internship coordinator really wants to reach out to more community organizations.

Question:

Chair Seixas asked if Dean Michael foresees an opportunity as the concept of Flood Hub takes place with the College of Marine Science, as a direct link to sustainability?

Dean Michael said they were hoping to partner with the college and Dean Frazer has been very positive about that. They don't know what the new college will be right now, but there was discussion about it encompassing the Graduate program in global sustainability, and if it does, that partnership is even clearer. They are hoping some of their undergraduates move onto the graduate program. They have already partnered with some of their instructors to teach courses. That partnership should be developing.

Board Member Debbie Sembler said she's happy to hear it's offered on the St. Pete campus because that subject is growing in interest from so many students and she believes that corporations are trying to brand themselves as doing things with sustainability. She thinks there's a big opportunity not only with Ford, but with other organizations in our community to partner with.

Dean Michael wants to stress sustainability and the environment on this campus. The other program we are hoping to launch in Fall of 2022 is the Environmental Chemistry program. The students who want a science degree and are interested in those issues would choose that one. That one will be offered only on the St. Pete campus for the time being.

Chair Seixas stated the thing that jumped out to her was the sheer diversity of the activity, the research, the initiatives and the programs underway on the St. Petersburg campus. It's really quite impressive work that changes future methodologies around research and changes future lives. As students hopefully attend our university, we can prepare them for the future, and how we can make the world greener. Duke Energy teams do a lot of work with students and faculty here. Programs that are trying to help members of our community to get the right start in life, such as the Family Center as well. Chair Seixas stated that her and Chancellor Tadlock worked hard to get the right sequence of this meeting which helps us to move onto our June 16th budget workshop. The next Campus Board meeting is in August. We would like to speak as informed members on your behalf. We appreciate you all putting these presentations together.

Board member Susan Churuti said as we go forward with new initiatives, it's very important that we don't lose these legacy programs. Susan has served on the board and is on her fourth year and her husband served eight years before her. One of the institutional weaknesses on the St. Pete campus is we've had a lot of churn in the administration and in these positions. She wants to make sure we continue to have this general education for the Campus Board members on the things that are really working well here. Everything we've heard about here are success

stories that not everyone in our community knows about them. Susan is very pleased we're having these types of workshops to educate ourselves to make us better Campus Board members and hopefully bring some institutional memory and understanding that we bring as individuals in the community to the USF St. Pete Campus. Everyone on this Board has gifts that will benefit the organization. Thank you for setting up this meeting and exposing us to some of the things that are going on in different programs.

Chancellor Tadlock is proud and said there are distinctive things that happen at St. Pete that are nationally significant and relevant. They tried to carefully represent the five academic clusters. The programs are highly significant and the individuals that presented today are absolutely stellar in the work that they do and he couldn't be prouder.

Chair Seixas adjourned the meeting 3:37pm

4c. Approval of Minutes from
Campus Advisory Board Budget Workshop
July 20, 2021

Melissa Seixas, Campus Board Chair



**Campus Advisory Board
Budget Workshop
July 20, 2021
Microsoft Teams
10:00 am – 12:00pm**

Minutes

Attendance:

Lisa Brody

Susan Churuti

Scott Goyer- Vice Chair

Lawrence Hamilton

Reuben Pressman- Not able to attend

Melissa Seixas- CHAIR

Debbie Sembler

David Rosengrant (ex-officio)

Veronica Jimenez (ex-officio)

Martin Tadlock

Chair Melissa Seixas opened the meeting and asked Chancellor Tadlock to take roll call:

Dr. Tadlock took roll call: All Campus Board members were in attendance except Reuben Pressman.

Chair Seixas stated this is a meeting we scheduled a few weeks ago and she appreciates everyone's flexibility and understanding that we needed to make an adjustment to this date. Some important decisions were being made at the legislative level.

Chair Seixas wanted to acknowledge the announcement that came out yesterday that the President made the decision to retire and we wish him the very best and he wishes the very best of the continuing success

of the University of South Florida. We acknowledge and recognize that there is ongoing change across the university. In a conversation with the President and others in focusing on the search for the Chancellor's role, for Martin's position, in the announcement that came out yesterday, we will put on pause the search for Martin's position and other ones. It will be a short pause as Provost Wilcox steps in as the acting President. The Board will meet in the next few weeks to select an Interim. The Chancellor is 100% committed to remaining focused in leading through this tremendous amount of change.

We were supposed to have a listening session with the President for the Campus Board this week. We'll see another form of that in its place as we go through the process of learning more about the steps moving forward to select a new President for USF and for the very important work that will need to be done in order to find who will succeed Martin as our Chancellor. We will move forward.

Chair Seixas said it is extraordinary what the faculty and staff have done over the course of the last 18 months. It's a model for other institutions on your agility, flexibility, and it wasn't easy. Super excited we have students coming on campus for the summer and the fall.

Chair Seixas wanted to acknowledge Cathi Cardwell. Cathi has accepted an opportunity to go to Reno. We will miss you and thank you for your leadership. When we talk about the change that the University has encountered here at St. Petersburg, on the campus, you were at the very forefront of leading through that change. Even those who know in fine detail what you did, I don't think any of us will really know the amount of work, energy, commitment, dedication, a few tears, hoping some smiles along the way, to see what you were able to accomplish by getting students from the classroom onto virtual.

We have our Provost on with us today. Thank you, Dr. Wilcox, for being with us today.

Provost Wilcox thanked Chair Seixas for the kind welcome. He has been working with Dr. Tadlock and his leadership team over the past couple of weeks, along with Multi campus deans and vice presidents to ensure the proposed budget is to focus on its core missions, our faculty, staff and our communities. Provost Wilcox stated that as he steps in for the acting President role beginning in August, he looks forward to working with the BOT, members of the campus board, and leadership on the St. Petersburg campus. We are doing what we can to continue to advance the academic and student success in St. Petersburg. His familiarity with the St. Petersburg campus will play an incredibly important role in lifting USF to even greater heights.

Dr. Tadlock would like to take a minute to acknowledge Cathi Cardwell. No one understands the role unless you've been in it. It's a tremendous opportunity to take care of a campus and all of its aspects. Cathi has done that for three years. She has been a tremendous asset, working through difficult situations and staying close to the team. We appreciate everything she has done. Reno is lucky to have her.

Dr. Patti Helton said she remembers when the four of them came together. She is sad to see her go and is happy for her opportunity. In her 35 years, if she could choose to work with someone, Cathi would be one of the top three people she would choose. Cathi is smart, has a work ethic, she stays calm, she's inspirational. She wishes Cathi the best.

Cathi said it has been an honor working with everyone.

Dr. Tadlock said an announcement was made for the Interim RVCAA and Deni Elliott has delayed her retirement. You'll learn a lot more about her as time goes forward.

Chair Seixas turned the meeting over to David Everingham.

1. Campus Advisory Board Budget Workshop- David Everingham, Interim Regional Vice Chancellor
 - a. David has been with USF for 17 years, starting in July is the Interim Regional Vice Chancellor for Administration and Finance.

Budget Workshop Agenda- David reviewed the [Fiscal Year 2021-2022 Budget Planning Overview Documents](#)

- b. Legislative Results and Current Challenges
 - i. We will receive back the 6% of FY21 state appropriations to be released: \$2.2 million non-recurring to SP Campus.
 - ii. Citizen Scholar Partnership: \$306,176 non-recurring appropriation.
 - iii. Florida Retirement System employer-paid rates increase: cost to SP campus to be determined.
 - iv. Faculty salary cap from state funds and associated budget reduction: minimal for SP campus. There are exclusions for certain disciplines like engineering, mathematics, and some others. It needs to be kept in mind as we move along, as new faculty are hired in some of these programs, that the salary we will be looking at may exceed \$200,000.
 - v. Performance-Based Funding (PBF) appropriation maintained at current level: USF allocation decreased with changes in SUS proportional share. For the SP campus that ended up being around a \$160,000 decrease.
 - vi. Capital Improvement Trust Fund (CITY) Appropriation: received \$638,050 to St. Pete Campus. This will go towards our USC renovation project.
 - vii. \$350 million from FL's federal COVID relief funding for deferred maintenance at state agency & public higher education facilities. David believes these funds need to be requested through the Governor's office, and USF is preparing to send the request.
- c. Current Challenges:
 - i. Uncertainty regarding long-term enrollment: Impacts on recurring tuition and fees revenue, housing occupancy.
 - ii. Operational funding and space/infrastructure for new and expanded academic program offerings. Including biology, the arts, the sustainability and environmental sciences program.
 - iii. Achieving and maintaining parity across campuses in support of USF's core commitments: e.g., Faculty Excellence, Student success, Staff Distinction, Research Support.

1. Employee Compensation continues to be a challenge because of budget constraints
 2. Levels of Service & Support- On -campus and online
 3. Infrastructure- Facilities, Equipment, Technology
- d. Operating Budget Overview- All Sources
- i. David reviewed the slide and discussed the variances between last fiscal year and this year. The E&G budget has increased mainly because of anticipated tuition revenue (Last year \$17 million and this year \$18.5 million was budgeted). Contracts and Grants has increased due to increase in grant activity. Auxiliaries: dining was previously budgeted in SP, now its budgeted in Tampa. Student Activities & Fees: the reduction is due to less cash carryforward from prior years available to expend).
- e. Focus: Housing & Parking Auxiliaries
- i. As most of you are aware, we have had challenges opening the third residence hall on campus and the timing of that. We were working through consolidation and then the pandemic. It's an ongoing challenge and things are looking good now.
 - ii. We achieved only a 0.88 debt service ratio, which included some federal funding that was transferred to cover some of the shortfall we had.
 - iii. As a reminder, the preferred debt service ratio is a 1.4, and we're working on bringing that up.
 - iv. Our original budget assumptions in May were for 500 residents, and we now anticipate approximately 680 residents in the fall. Projected debt service ratio of 1.13

Question:

Board member Lawrence Hamilton asked in terms of housing, what percentage of fill or bed spaces filled do we have today versus what we expected?

David Everingham stated we're at 680 residents and will be at 74% occupancy. There are 916 beds in residence halls. We currently want to achieve a 95% occupancy and that is the way he believes the finances were built when the third facility was constructed and financed. He believes that 870 residents is where they want to be.

Melissa- Action item for next board meeting to understand the strategy to close the gap on residency housing occupancy.

- f. E&G: Budget Walk-Forward & Composition
 - i. David reviewed this slide which shows how we got from last year's E&G budget to this year's E&G budget.

g. E&G: Budget Overview & Priorities for Allocation

- i. This slide explains the summary of the budget, how it's currently budgeted from last year's budget carrying over each area.
- ii. All items were carried over from last year, with one exception. In the bottom he made a note under assumptions, that 1.5 million in tuition revenue budget increase does have a cost associated with it. With this profile for admission, we do need to pay for scholarships that are offered to those students coming in. Based on the estimates coming from our enrollment area we had to set aside \$650,000 on top of what was already budgeted for scholarships. This is included already under the central expenses budget.
- iii. Within the central expenses area there is a portion that is the differential tuition revenue that is required to go towards need-based financial aid. There also are the USF shared services or indirect costs that we pay each year, about \$2 million budgeted. There are also funds for leases, for properties that we are leasing.
- iv. Looking at what is unallocated we have about \$3.4 million in that budget, and that is about the amount that we had been anticipating as an 8.5% reduction for SP campus. We are looking at how to allocate those funds to cover commitments and maybe restoring things that we cut last year, as well as some new things.
- v. One thing that we try to do every year is set aside funds for salary increases. There were no salary increases last year but he thinks each union will be negotiating those (no update on where those stand at the moment). We have set aside \$500,000 or at least we plan to set aside half a million dollars here, which is about 2% of our base salaries. He thinks it is wise to do that as these are recurring increases when they happen.
- vi. Next line is the FRS Employer Contribution Increase, that is what he mentioned earlier from the legislation and the estimate for that is \$500,000. We will need to monitor that and see what it does to our benefits expenses.
- vii. Then we have the big \$2.1 million, which we will go back to in a moment
- viii. Last is the Transfer to USF Health, that the president asked us to include in the budget again this year.

Question:

Board member Susan Churuti asked about the \$250,000. I just want to circle back on that because, to my mind, that is a priority in the medical school budget and we really haven't gotten anything from them. I mean their budget is \$147 million and our budget is \$88 million. For us we have our own set of USF priorities, relating to our own students on campus. And these are not our students, these are medical students. I would think, that is roughly two full time professors, for the priorities that we have been asked to fulfill by the legislature and the priorities we would set. I'm confused as to whether we have any ability to not approve this, to suggest we go back to the medical school and ask them about their thoughts about why is this not a priority for them? I believe if we asked Dr. Tadlock, could he spend that money on our

priorities, do we have programs that we are waiting to fund that we think are important, the answer would be yes. Is this money gone, and is it gone for the next 5-10 years or is it something we retain any power to say we don't think this is a priority to us?

Board member Lawrence Hamilton commented this is the second year, at least, in a row that we've had this discussion. And we still don't have a satisfactory response as to why this is in our budget. He thinks last year they voted to remove it, and they were overturned. But it's a bit of a thorn, giving us a tightening in our budget and we still haven't gotten any kind of explanation as to why a quarter of a million dollars spend for USF Health, for which there doesn't appear to be any return to the SP campus. So, he is with Susan, it is confusing to him.

Nick Setteducato wants to address the concern. If you recall last year, there was a \$250,000 reduction in USF Health budget corresponding to the John Hopkins Children's Hospital arrangement. President was asked by USF Health administration to offset this. While we don't see a direct benefit from the relationship between USF Health and John Hopkins Children's Hospital, being one university geographically dispersed and having John Hopkins Children's Hospital located within feet or yards of our footprint, he would say that is major part of the impetus for asking the SP campus to provide that offset to the cut made, which hasn't been restored.

To answer about the permanency of this, we are taking it one year at a time. He recommended David fund this on an annual basis, as requested through the office of the president.

To answer does the Campus Board have the ability to remove this from the recommended budget they provide back to the president, and then send to the BOT for approval, the answer is yes. It is up to the Advisory board to do that. The request of the President's office was to include this. He advises to include it.

Question:

Vice Chair Goyer commented as he understands, the answer is the hospital is located in SP, therefore, the SP campus is being requested to pick up the gap. But it doesn't impact what's happening at the SP campus?

Nick answered He believes it's that and what he mentioned before, that at the time the USF Health had this veto affect them, which it resulted in a commencer \$250,000 cut directly to this particular support between JHCH and USF Health, the campus here had already been given incremental support. It was both the concept of availability and one USF trying to pitch in for something that had been done and potentially could have done harm to what that support is.

Question:

Vice Chair Goyer stated, with the logic then being reversed, if it were to happen to something that was important to the SP campus, would that be true potentially asked of the other two campuses?

Nick answered that he would hope so, that the same sort of thought process would go regardless of which direction it went.

Provost Wilcox suggested that what Scott asked (SP receiving support from other campuses) is already happening. What we don't see on the budget proposal for the SP campus, is the significant number of allocations that USF is making from the Tampa campus to the SP campus in the coming year. For instance, \$500,000 allocation to the Kate Tiedemann School of Business and Finance. Dean Limayem will be working with faculty across the MUMA College and the Tiedemann school to identify how best to invest those funds in Fintech priorities from the SP campus. In addition, he has already shared his expectations with the current interim Dean of the College of Education and our incoming Dean of the College of Education that he expects to see a significant investment in the STEM k-12 initiative and center on the SP campus. In addition, they are making commitments to the College of Marine Science. This is a conversation that needs to continue as we find our way through the consolidation process and invest our resources strategically and transparently. That is critically important to lift all of our campuses to best serve the needs of our students, faculty, staff, and communities.

Board member Susan Churuti commented that looking at the result of the academic cluster meeting of June 29 that Dr. Tadlock sent to all board members, that we have a lot of initiatives that would be a higher priority, including exploring offering of a psych based mental health practitioners' program and a neonatal nursing program at all children's hospital as part of our budget. It seems we would better off putting things that relate to our budget in our budget and having our campus board vote on those items, than having all of these not transparent decisions be made.

Board member Lawrence Hamilton commented the \$500,000 to the School of Business, the investment in STEM k-12 initiative, and the Marine Sciences is a direct investment to our students and we see the direct investment with USFSP campus. But the \$250,000 doesn't have a direct investment with our students and there is no apparent benefit. We've been asking for two years what it is, and unfortunately it has not been transparent. As we are all asked to tighten the budget, here we are a year later talking about a quarter of a million dollars that leads to nowhere to the benefit of the students.

Chair Seixas commented she anticipated this discussion. She believes that as a board, they can take a formal vote on the issue, but this particular item (Transfer to USF Health) we need to note that the board does not recommend this to go forward with the budget. She understands this would go the office of the president and an annual assessment.

Question:

Chair Seixas asked did the original source of funding come from the state allocations? If so, her thought is that the expectations from those officials who helped to secure that funding was that the dollars be spent on the SP campus for SP programs.

Nick answered that the reduction came from, he believes, a Governor's veto to support what had been provided through USF Health for JHCH. It was through the USF Health appropriation, that was directly cut through that veto, for appropriation support that had been provided years before to the level of \$250,000.

Question:

Chair Seixas asked provided years ago by the state?

Nick answered yes, correct. In a direct appropriation for this purpose to support JHCH through USF Health.

Provost Wilcox commented that he believes this is to support pediatric residencies.

Chair Seixas raised the concern that moving forward, if other similar actions are taken, what other portions of our budget may be vulnerable to a similar set of action. Melissa said year to year budgets vary driven many influencing factors. We are all willing to participate in a conversation about this. Laying out the expectations for transparency but to know every year we will need to have a conversation about this particular amount of funding.

Nick in speaking about transparency. One of the things we are committed to is a transparent shared service model. David alluded earlier to a charge that is just under \$2 million that the SP campus gets for services rendered from Tampa. That allocation model is almost decades old and has not been revisited in enough time, not only for the SP campus but also the USF Health and the Sarasota campus. It goes both ways. The intent is to have an up to date living model on an annual basis that provides transparency in terms of those costs that need to be shared or consumption of services. We are committed to doing that, it's an aspect of consolidation that Covid-19 got in the way of last year. We had been wanting as a financial group to tackle and bring in representatives from each campus.

Chair Seixas expressed her appreciation for the forward view. She believes the board needs to make a decision on what they will recommend for this particular budget.

Question:

Chair Seixas asked from a procedural standpoint, at the end of the presentation is David looking for the Campus Board to approve the components of this particular budget to move forward to the BOT?

David said yes. He is expecting to get the advisory board's feedback on what they would like to be included or excluded so we can finalize the budget so we can approve the recommendations at the August 5th meeting.

Melissa asked that this item be noted as one of concern for the board. We recommend not moving forward, we can move it to a vote, but Melissa gets a sense of consensus with the board on this issue.

Provost Wilcox stated his appreciation for the role of the board, and believes we need to find a solution for the board to not be consumed by this item and like items on a recurring basis. The defined path forward, once the campus board settles on a proposed budget, it's forwarded to the president from Chancellor Tadlock and the president decides what to present to the BOT for final consideration. Provost looks forward to conversations in the short term and resolutions in the short term so we're not revisiting it on an annual basis. Urges the board to consider these through a different lens. Your students are all of USF students at this point in time, while he understands the role of the Board in serving the immediate needs of students, faculty, and staff served in the SP campus, we all have to consider the broadened and best interest of USF.

- ix. The last line item is Salary Market Equity Adjustments, which is a 0. We felt it was important to leave it there as a place holder because that is a challenge we continue to face. We don't have the funds to address the perceived salary/compensation inequities across campuses holistically. If we could allocate a million or two million dollars for our campus to set aside to deal with that inequity, which might not be enough. But we currently do not have the funding to address that.
- x. Chair Seixas made a note of that on the front end of the presentation when David spoke about challenges.

Melissa-Action item for next board meeting- How to better understand the strategy for closing the gap on equity discrepancies.

- The university is going through contract negotiation, which might need to happen before addressing the equity discrepancies that we have.

Provost Wilcox believes that David represented well the two big challenges, one is available resources and the other, as Melissa pointed out, is the ongoing collective bargaining negotiations. The fact is with faculty, with the faculty union, we are under contract and we don't currently have the authority to make discretionary awards. That is problematic for everyone involved, whether it's an office trying to retain a faculty member that is being recruited, or as its represented here the need to consider equity adjustments.

Faculty Hiring Plans

David stated several people will now go through the Budget Priorities for their area. Reflect on the positions that we have in the list of priorities to allocate budget for, those are the ones highlighted in yellow.

Cathi Cardwell gives a background to create context for the list.

Some of these positions are the result of coming and goings of people, however the architecture for this plan started many years ago, even prior to consolidation. We had an emphasis on environmental chemistry, some programs that were growing, last year's retirement opportunity left some positions open for reconfiguring and finding the best fit. Journalism and chemistry are part of the hiring for environmental and oceanographic cluster. We work closely with Tom Frazer and the deans for this particular cluster.

There was a lot of changes in journalism, a couple professors took other positions, and we had three retirements. It was an opportunity for journalism to redefine itself and look at themselves as science journalists. On this plan, we have Muma, the College of Arts and Sciences, and the library. These are the traditional colleges that are on the SP campus. College of Education is getting a new Dean. We don't see College of the Arts and College of Behavioral Communications because prior to consolidation, these were a part of the College of Arts and Sciences. We are open to talk about how to expand instruction.

Terry Chisolm who oversees new programs on campus, will start a master planning process. We need to have a plan going forward, like we did in the past. That will give an opportunity to the College of Arts and the College of Behavioral and Community Sciences to get in on the planning. Wants to ensure the colleges that they will be part of the programs Terry will be planning on campus.

David mentioned that the Dean of the Kate Tiedemann School of Business and Finance and the library with Cathi's departure, this worksheet is focused on faculty not on faculty administrators positions.

Chair Seixas stated that an attrition is something all industries are facing, whether its retirement, post Covid world reassessment of priorities and stepping away from professional commitments.

Question:

Chair Seixas stated from a historical standpoint, are we at a higher level of vacancies than in years before? Its vacancies and new programs that are launching that we are trying to fill.

Cathi Cardwell mentioned that we had faculty who left due to consolidation and one USF is not what they wanted. There is often a lot of turnovers in instructors, especially visiting instructors, because the positions are more temporary. We've had a good stability with the faculty, in terms of faculty staying and continuing. It doesn't seem unusual in terms of faculty.

Summary of the Proposed Allocations:

David- These are incremental, they do not include anything that is already budgeted in the Colleges or Areas. We focused on looking forward.

2021-2022 Budget Priorities

Academic Affairs: Cathi Cardwell

Cathi says that they are focused on restoring the budget that has been cut.

- i. Some positions were reimagined and not restored to the same as before they were cut. For example, the library she gave back a position that had a different focus. When she brings it back

the position will be reimagined. The university is working towards ARL and AAU, and they are trying to hire a librarian that will support that.

- ii. Faculty promotions will be coming.
- iii. They cut the summer school budget, and one of the things that we wanted to do is have the colleges add more classes as necessary.
- iv. Academic Advising is really intensive work for student success, with emphasis on PBF and progression, and we need another advisor to help with the workload.
- v. This year we will need MathLab support, the \$15,000 there is for staff.
- vi. The positions for the College of Arts and Sciences have visiting instructors there for immediate needs that will transition into longer term plans for the environmental chemist. It will help us get through the stage we are at the moment.
- vii. The research impact has increased, we have more faculty getting grants. We've had a lot of challenges that post award and pre award efforts are being addressed. We have more faculty applying for grants. The College of Arts and Sciences is getting, through this allocation, a unit research administrator and it will be modeled after what they do in Tampa.
- viii. Operating funds were restored, as well as adjuncts to respond to student demand and need.
- ix. The media technologists are the person who goes around and helps faculty in the classroom. This needs to be shifted into a permanent position to help with the hybrid instruction and other technologies.
- x. Security guards were cut in the library from 40hrs/week to 20hrs/ week maybe 30hrs.
- xi. Muma College of Business- some of these are restorations like the faculty service administrator, the adjunct, and the operating funds. The assistant professor of finance is a highly paid position, which is the market demand. The finance department is homed on our campus, so we should have a strong finance person. Not on this list, is the fact that we recently had an assistant finance professor resign.
- xii. Adjunct instruction and operating funds were restored.
- xiii. Prior to consolidation, we managed our DL fee budget differently than Tampa. Tampa has a method of innovative ed, spends their DL fee and if there is any remaining its divided up, proportionally, to its various colleges. However, on SP campus, we managed it differently. We've supported more staff lines with DL fees. We've always had strict guidelines on who we've supported with the DL fee.
- xiv. Now we have to align with the method of InEd in Tampa to have a more coherent approach to managing that. Last year, on the budget cut, Muma and the finance school transitioned some of their people supported with E&G to DL. Some of the lines are moving back from DL to E&G. Cathi has been working with Cindy to move our DL budget model and align it with Tampa's budget model.
- xv. College of the Arts has rethought their way to paying adjuncts, there are many in COTA. The \$25,000 is to help support that new salary structure for the adjuncts.

- xvi. We want to help increase the arts and arts programming in our campus, so there is an additional \$25,000. For example, we've had a request to have students staff a gallery, which has not been done before.

These are the highlights of the academic priorities for this year's budget. This and the hiring plan will be rolling out. We are working behind the scenes, e.g., for the chemistry people we have to build labs and need to have startup funds.

Question:

Board member Lisa Brody asked regarding the revisioning process of the School of Education. They are not reflected anywhere as a budget priority, so the revisioning process will be taking most of 2021-2022?

Cathi Cardwell believes it will. The provost is already working with the College of Education and with the STEM. One of the key areas for the clusters was STEM education, that will have a renewed emphasis. It will be a priority.

Student Success: Patti Helton

- i. Most of them are picking up funds for things we are already doing but we were using carry forward money to do that. We have to pay money to use the space at the USC for convocations, career fairs, orientations, etc. (carry forward money was used for this). We had cut some of the funds when we had the 6% cut. That is restoring the funds for those operating expenses.
- ii. The two items we're highlighting are the two positions for resource management. We need an additional person for entry level Administrative Specialist to support Resource Management shared services for all of Student Success. The second position we are proposing is a student advocate, currently we have two student success advocates that work in Compass (one for 1st/2nd year students and one for 3rd/4th year students). We propose to have three, where one works with only first year students, one for seniors, and one for 2nd and 3rd year students to give individual support to students who are struggling.
- iii. We are adding something for financial aid verification, as we are basically outsourcing verification.

Question:

Chair Seixas asked Patti your responsibilities are not just for SP but also all of USF?

Patti clarified that her responsibilities for health and wellness are for all USF.

Question:

Chair Seixas asked David now that university has a refreshed strategy with those focus areas, will those be adjusted to reflect budget priorities? How do they go back to the overall strategy?

Provost Wilcox said David is doing exactly what he's been asked to do. He has asked all of the Deans of USF to plan their strategic reinvestment plan of the 6% cash that was returned to them. He commended

David for his initial efforts here. A budget needs to be more than a numerical representation of the university or organization strategic plan, a budget needs to have transparency.

Administration and finance: David Everingham

- i. We're essentially restoring our cuts. We took substantial cuts when we were planning the second part of the overall budget of the last FY. We looked at the minimum we needed to restore. In each area we took a 25% reduction of each of our non-salary operating budgets. We cut positions and are looking to get some of them back. We need a groundskeeper and a Helpdesk IT person.

Central Areas: Debbie Read

- ii. We are trying to restore a position that we previously had. The position is an Assistant Director of Constituent Engagement, to engage new individuals to get involved with the campus and raise additional funds.
- iii. We took on the responsibility last year with the changes in the financial aid office, that all of the donor funded scholarships for the campus are being administered for the selection of students as well as the administration of funding those students from our staffing here. The ADCE will also be responsible for part of this.
- iv. Am very pleased during this time of covid and consolidation, we've exceeded our goal again and this year raising \$3.6 million.

DIEO- David mentioned that Michelle Madden has been operating on a small budget. But by providing some recurring funds we can get a partial scholarship in place. When we get to carry forward, we have one-time funds that we can make available.

- v. Michele mentions that they have been operating with the funds they started with in 2018. They had one scholar graduate early, two students graduating this year and once they graduate, without these funds that would be the end of the program. We are looking for ways to reconfigure, maybe a partial scholarship, building out the mentorship component and partnering with other support systems in the campus. Would like to continue with this program and support other initiatives outlined in the University Diversity and Inclusion outline.

- a. E&G: Carryforward Spending Plan Summary

- The carry forward balance is mainly due to the budget reductions last fiscal year that were not totally necessary. We are projecting about \$19 million, when the FY is closed, we will have the exact number. David reviewed the commitments for what is needed.

David expressed that over the last five years, we've been very disciplined about balancing our budget. The campus is in a good position and generally we don't have any recurring costs on carryforward.

Question:

David Rosengrant asked about the waterline pipeline in the Marine Science building, how much out of our budget is being used for College of Marine Science building?

Generally, none, since the infrastructure is around the whole peninsula. It's not just part of Marine Science budget, it's part of the SP campus.

David Everingham notes that with the \$350 million available through the Governor's office for declared maintenance projects. USF put a request of about \$20 million (TBD on approval). \$3.7 million were for projects in SP, \$2 million of which were for the MSL facility.

- b. Federal COVID Relief Funds
 - i. There are several items on this list that affect our campus
 - ii. Housing lost revenue, lost fee revenue, and several of the direct expenses affect us as well.
- c. Fixed Capital Outlay Budget
 - iii. We need to make our recommendations as well.
 - iv. Carryforward funded projects are ongoing such as David Hall and Student Life Center.
 - v. The USF Foundation Gift Funded Projects
 - 1. Harbor Hall First Floor renovation- talked about the relocation of the pool.
- d. Facilities Update
 - vi. August 2021 Completion
 - 1. Davis Hall First Floor Renovation
 - 2. Harbor Hall First Floor Renovation
 - 3. Student Life Center Meeting Space Reconfiguration
 - 4. Poynter Memorial Library Renovation

Heller Hall Co-Curricular & Wellness facilities project, previously the board approved the request to go forward to the BOT to change the project to a new relocated pool.

Board Member Susan Churuti highlighted that it is a wellness area. She thinks it's important to highlight the pool and say our students should have this as a wellness issue.

Next Steps- Campus Board meeting is August 5th, 2021. The purpose of the meeting is to approve the recommendations for the budgets to go forward to the president and the BOT.

Approval for the operating budget is slated for August 10th. BOT approval for fixed capital and carryforward spending plan is August 24th.

Chair Seixas said many thanks to David and his team. We appreciate that. Susan advocated for these budget workshops to allow us to dig into the details. When we reconvene on August 5th that we will leave

time for discussion. If you have questions, send them to the Chancellor who will get them to our financial team. If you want other board members to be aware, include the other board members.

Melissa thanked Cathi Cardwell and welcomed Deni Elliot.

Chancellor Tadlock appreciates all of the Board members.

Chair Seixas stated she would like to have the August 5 meeting as an in-person meeting. If you are not comfortable, we can make arrangements to ensure participation from everyone.

Adjourned 11:56am.

5a. Campus Budget Recommendation

David Everingham, Interim Regional Vice Chancellor
&
Regional Chancellor Martin Tadlock

UNIVERSITY OF SOUTH FLORIDA - ST. PETERSBURG campus
STATE UNIVERSITY SYSTEM OF FLORIDA
2021-2022 OPERATING BUDGET
SUMMARY SCHEDULE I

As of 8/3/2021

DRAFT

	Local Funds ⁴											Faculty Practice Plan ⁵	Summary Totals
	Education & General ¹	Contracts & Grants ²	Auxiliaries ³	Student Activities	Student Financial Aid	Concessions	Intercollegiate Athletics	Technology Fee	Self-Insurance	Board - Approved Fees	Technology Fee		
1 Beginning Fund Balance :	\$ 20,648,174	\$ 730,050	\$ 17,089,602	\$ 1,838,629	\$ 13,859	\$ 57,699		\$ 291,563		\$ 256,034		\$ 40,925,609	
2													
3 Receipts/Revenues													
4 General Revenue	\$ 34,676,059											\$ 34,676,059	
5 Lottery	\$ 2,813,991											\$ 2,813,991	
6 Student Tuition	\$ 21,010,000											\$ 21,010,000	
7 Phosphate Research												\$ -	
9 Other U.S. Grants		\$ 12,725,000										\$ 12,725,000	
10 City or County Grants												\$ -	
11 State Grants					\$ 1,800							\$ 1,800	
12 Other Grants and Donations												\$ -	
13 Donations / Contrib. Given to the State												\$ -	
14 Sales of Goods / Services												\$ -	
15 Sales of Data Processing Services												\$ -	
16 Fees			\$ 3,037,040	\$ 2,868,800				\$ 496,268		\$ 110,000		\$ 6,512,108	
17 Miscellaneous Receipts			\$ 8,861,995									\$ 8,861,995	
18 Rent												\$ -	
19 Concessions												\$ -	
20 Assessments / Services												\$ -	
21 Other Receipts / Revenues ⁶	\$ 77,692		\$ 1,094,246	\$ 13,500				\$ 10,000		\$ 2,000		\$ 1,197,438	
22 Subtotal:	\$ 58,577,742	\$ 12,725,000	\$ 12,993,281	\$ 2,882,300	\$ 1,800	\$ -	\$ -	\$ 506,268	\$ -	\$ 112,000	\$ -	\$ 87,798,391	
23 Transfers In		\$ 1,445,000	\$ 1,831,270									\$ 3,276,270	
24 Total - Receipts / Revenues:	\$ 58,577,742	\$ 14,170,000	\$ 14,824,551	\$ 2,882,300	\$ 1,800	\$ -	\$ -	\$ 506,268	\$ -	\$ 112,000	\$ -	\$ 91,074,661	
25													
26 Operating Expenditures													
27 Salaries and Benefits	\$ 42,475,607	\$ 3,478,000	\$ 2,843,909	\$ 972,236								\$ 49,769,752	
28 Other Personal Services	\$ 2,753,031	\$ 521,000	\$ 627,145	\$ 607,989								\$ 4,509,165	
29 Expenses	\$ 11,493,460	\$ 9,997,281	\$ 6,060,834	\$ 931,408	\$ 1,800	\$ 63,000		\$ 423,805		\$ 192,500		\$ 29,164,088	
30 Operating Capital Outlay	\$ 5,500		\$ 293,445					\$ 67,500		\$ 10,000		\$ 376,445	
31 Risk Management	\$ 38,202		\$ 20,630	\$ 9,000								\$ 67,832	
32 Financial Aid	\$ 1,101,750											\$ 1,101,750	
33 Scholarships												\$ -	
34 Waivers												\$ -	
35 Finance Expense												\$ -	
36 Debt Service			\$ 74,242									\$ 74,242	
37 Salary Incentive Payments												\$ -	
38 Law Enforcement Incentive Payments												\$ -	
39 Library Resources	\$ 632,500		\$ 200									\$ 632,700	
40 Institute of Government												\$ -	
41 Regional Data Centers - SUS												\$ -	
42 Black Male Explorers Program												\$ -	
43 Phosphate Research												\$ -	
44 Other Operating Category (Provide Details)												\$ -	
45 Total Operating Expenditures :	\$ 58,500,050	\$ 13,996,281	\$ 9,920,405	\$ 2,520,633	\$ 1,800	\$ 63,000	\$ -	\$ 491,305	\$ -	\$ 202,500	\$ -	\$ 85,695,974	
46													

UNIVERSITY OF SOUTH FLORIDA - ST. PETERSBURG campus
STATE UNIVERSITY SYSTEM OF FLORIDA
2021-2022 OPERATING BUDGET
SUMMARY SCHEDULE I

As of 8/3/2021

DRAFT

	Local Funds ⁴											Faculty Practice Plan ⁵	Summary Totals	
	Education & General ¹	Contracts & Grants ²	Auxiliaries ³	Student Activities	Student Financial Aid	Concessions	Intercollegiate Athletics	Technology Fee	Self-Insurance	Board - Approved Fees	-			
47 Non-Operating Expenditures (*Amounts provided as provisional estimates pending final approval and certification of Carryforward Spending Plan and Fixed Capital Outlay Budget at a later date)														
48 * Carryforward (From Prior Period Funds)	\$ 10,323,537													\$ 10,323,537
49 * Fixed Capital Outlay	\$ 7,924,876													\$ 7,924,876
50 Transfers Out ⁸		\$ 4,000	\$ 4,814,534	\$ 486,105									\$ 5,304,639	
51 Other ⁷													\$ -	
52 Total Non-Operating Expenditures :	\$ 18,248,413	\$ 4,000	\$ 4,814,534	\$ 486,105	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,553,052	
53														
54 Ending Fund Balance :	\$ 2,477,453	\$ 899,769	\$ 17,179,214	\$ 1,714,190	\$ 13,859	\$ (5,301)	\$ -	\$ 306,526	\$ -	\$ 165,534	\$ -	\$ -	\$ 22,751,244	
55														
56 Fund Balance Increase / Decrease :	\$ (18,170,721)	\$ 169,719	\$ 89,612	\$ (124,438)	\$ -	\$ (63,000)	\$ -	\$ 14,963	\$ -	\$ (90,500)	\$ -	\$ -	\$ (18,174,365)	
57 Fund Balance Percentage Change :	-88.00%	23.25%	0.52%	-6.77%	0.00%	-109.19%	-	5.13%	-	-35.35%	-	-	-44.41%	

1. The Education and General budget funds the general instruction, research, and public service operations of the universities. Universities have accumulated ending fund balances for activities such as the implementation and maintenance of Enterprise Resource Program systems, contingency for unfunded enrollment growth, potential budget reductions, anticipated increases in utilities, and prior year encumbrances (recorded, estimated liability at year-end for ordered or received goods or services), and compliance with Section 1011.45 F.S. on maintaining a 7% reserve.
2. The Contracts and Grants budget contains activities in support of research, public service, and training. Large fund balances are due to the timing of receipt of Federal contracts or grants.
3. Auxiliaries are ancillary support units on each university campus. Some of the major activities include housing, food services, book stores, student health centers, facilities management, and computer support. Ending fund balances includes financial activities such as debt service payments, reserve, repair and replacement reserves for future maintenance costs, construction/renovation of auxiliary facilities, and prior year encumbrances.
4. Local funds include the following university activities:
 - a. Student Activities - Supported primarily by the student activity and service fee and funds operations of the student government, cultural events, organizations, and intramural/club sports.
 - b. Financial Aid - This activity represents the financial aid amounts for which the university is fiscally responsible. Examples include: student financial aid fee, bright futures, federal grants, college work study, and scholarships. The ending fund balance represents a timing difference between the receipts of funds and disbursement to the students.
 - c. Concessions - These resources are generated from various vending machines located on the university campuses.
 - d. Athletics - Revenues are primarily derived from the student athletic fee, ticket sales, and sales of goods. Sufficient fund balances are maintained to provide the necessary support for ongoing athletic activities.
 - e. Technology fee - Collections are used to enhance instructional technology resources for students and faculty.
 - f. Self-Insurance Program - These programs are directed by the respective self-insurance councils and the captive insurance companies (These companies underwrite the risks of its owner and the owner's affiliates.). These activities are supported by premiums charged to the insured individuals and entities (primarily medical faculty and institutions).
 - g. Board-Approved Fees - Student fees proposed by each university and authorized by the Board of Governors to address specific student-based needs not addressed through another service or fee.
5. Faculty Practice - The Faculty Practice Plan collects and distributes income from faculty billings for patient services provided in conjunction with state university medical school programs.
6. Other Receipts/Revenues includes categories such as interest, penalties, refunds, admissions, fines, taxes, etc.
7. Other Non-Operating Expenditures includes categories such as refunds, payment of sales taxes, or indirect costs.

USF St. Petersburg campus E&G Budget Summary	
8/5/2021 DRAFT	
Total E&G Base Budget [1]	\$ 55,683,874
Less: Budgets by Area	
Academic Affairs	28,888,877
Student Success	4,915,221
Administration & Finance	10,272,729
Central Areas	1,986,292
Central Expenses [1]	6,218,911
Total	52,282,031
Unallocated Budget	\$ 3,401,843
Less:	
Annual Salary Increases TBD	500,000
FRS Employer Contribution Increase TBD	500,000
Allocation Priorities	2,104,826
Transfer to USF Health	250,000
Salary Market Equity Adjustments TBD	-
Total Unallocated Reserve	\$ 47,017
[1] Assumptions:	
\$1,500,000 Tuition Revenue Budget Increase; \$650,000 Admissions Scholarships Expense Increase	
\$ 159,554 Performance Based Funding Reduction	

USF St. Petersburg campus	
E&G Carryforward Summary	
8/5/2021 DRAFT	
Projected Beginning Balance 7/1/2021	\$ 19,000,000
Less:	
Required Reserves	
7% Statutory Reserve	4,500,000
	4,500,000
Commitments	
Facilities- Renovation/Remodel/Repair	5,800,000
Science & Technology (STG) Lab Buildouts	3,000,000
College & Department Balances	1,300,000
New Faculty Start-up Costs FY22-23	900,000
Public Safety Improvements	320,000
Information Technology Infrastructure	310,000
Faculty Internal Research Awards	190,000
Restricted by Appropriation	180,000
Student Support Services (2 years)	180,000
Other Commitments	320,000
	12,500,000
Total Reserves & Commitments	17,000,000
Total Unallocated Reserve	\$ 2,000,000

USF St. Petersburg campus		
Fixed Capital Outlay Budget		
8/5/2021 DRAFT		
Funding Source & Project Name	Project Budget	FY21-22 Budget
Public Education Capital Outlay (PECO)		
Renovation/Remodel/Repair (In-Progress)	Various	\$ 154,075
Total	\$ -	\$ 154,075
Capital Improvement Trust Fund (CITF)		
Heller Hall (HWH) Co-Curricular & Wellness Support Facilities	\$ 2,055,429	\$ 2,055,429
University Student Center (USC) Remodel	\$ 1,500,000	\$ 888,600
Total	\$ 3,555,429	\$ 2,944,029
E&G Carryforward Funded Projects		
Reserve Renovation/Remodel/Repair TBD	\$ 3,115,876	\$ 3,115,876
Science & Technology (STG) Lab Buildouts & Renovations	\$ 3,000,000	\$ 3,000,000
Davis Hall (DAV) Roof Replacement East End	\$ 660,000	\$ 660,000
Student Life Center (SLC) Roof Replacement	\$ 440,000	\$ 440,000
Campus HVAC Controls Upgrade	\$ 359,000	\$ 359,000
Peninsula- Potable Water Line Replacement	\$ 350,000	\$ 350,000
Davis Hall (DAV) First Floor Renovation (In-Progress)	\$ 1,100,000	\$ 828,641
Student Life Center (SLC) Meeting Space Remodel (In-Progress)	\$ 46,483	\$ 46,483
Total	\$ 9,071,359	\$ 8,800,000
Auxiliary Funded Projects		
Pelican Apartments (RHO) Shower Pans Replacement Phase II	\$ 375,000	\$ 375,000
Pelican Apartments (RHO) Fan Coil Units & Filters Replacement	\$ 290,000	\$ 290,000
Total	\$ 665,000	\$ 665,000
USF Foundation Gift Funded Projects		
Poynter Memorial Library (POY) Renovation (In-Progress)	\$ 1,250,000	\$ 1,245,380
Harbor Hall (HBR) First Floor Renovation (In-Progress)	\$ 835,815	\$ 215,114
Total	\$ 2,085,815	\$ 1,460,494