

Advisory Board Executive Committee

Conference Call Meeting: February 22, 2012 9 to 10:15 a.m.

Members Present on the Call: John Wiencek, Chuck Black, Joe Reineman, Robert Garcia, Gene Balter, Fermin Diaz, Sandy Pettit, Charlie Touchton. Janet Gillis took the minutes.

- I. Chuck Black opened the meeting. He has had difficulty finding the time to contact some of the board members regarding positions on the board. He would like to get the board back on track with this conference call and hopes to get organized for the next meeting.
- II. Dean Wiencek announced that Brett Woods has moved on with a contract termination. USF felt there was not a good fit between Brett and the College. Dean asked the members to suggest some ideas of what was working and not working when Brett was here.
 - a. Dean suggested hiring two peers rather than a director and associate director because it tends to slow the junior person down.
 - b. The history of the positions in the College was discussed under Louis Martin-Vega and Sunil.
 - c. John has discussed this proposed structure with Lee Williams and she is verifying the possibility with the Foundation.
 - d. The EC supports this proposed model.
- III. Clarifying EC Board member roster
 - a. Dean asked the Board if they want to have any rules in place regarding Emeritus status?
 - b. Gene indicated that he would prefer to establishing some standards rather than just having it as an automatic status after they leave the board. Fermin agreed with Gene's suggestion.
 - c. Gene and the Dean suggested having a vote among the board members to establish the criteria.
 - d. Dean suggested a phone call among EC members to make establish criteria.
 - e. Chuck suggested that this be a function of the EC and not the full board. Robert agreed.
 - f. Chuck has not finalized his board position selections as of this meeting. Robert and Chuck will have a conversation to finalize the open roles.
 - g. Fermin would like to finalize this as he intends to retire within three years and he will retire from active participation. He would not like to cause an interruption in leadership.
 - h. Chuck will contact Robert in a few days to discuss the positions that Gene and Fermin will take on the EC.
 - i. Gene asked how the EAS rep on board is determined. Sandy said she had a previous conversation with Brett that the EAS president may not always be the most appropriate person to serve on the board. She suggests that the scope be widened to include the EAS Corporate Ambassador group.
 - j. Dean agreed and said this decision should be made by the EAS members.
 - k. Charlie asked if there was an established function between the EAS rep and the EAS. Dean said the function is intended to take Board issues back to EAS to foster greater understanding about the needs of the College.

IV and V. John reviewed the minutes of last meeting and discussed breakouts for the next Board Meeting.

I. Development

- i. Dean asked Gene to put a strategic plan together for development. Should we wait for a new director? John recommended the Board start the planning discussion soon, regardless.
- ii. Robert suggested consulting with Alecia Slater Haas.
- iii. John suggested asking the Foundation to pay for their consultant to meet with the Board to provide some guidance in creating a plan.

m. Careers

- i. Janet will contact Chuck to set up a phone call with Ed and Doug and Dean to follow up on this initiative.

n. Legislative Affairs

- i. Rick Baker has been interested in working on regional issues for USF. Dean feels strongly that he can get Rick involved in this effort. John will work on identifying persons to be involved in this effort. Dean will think of some other folks who would be a good fit.
- ii. Dean will invite Rick Baker and some faculty to join this initiative. Gene reminded that Rob Wallace would be helpful.
- iii. The initiative would focus on would be a new building.

o. Leadership; Fermin provided an update:

- i. He met with the Florida Engineering Society leadership group and they directed him to the person that heads the leadership program of FES. It consists of classes and approximately 25 other Colleges have a formal program embedded in the engineering program.
- ii. A lecture series is another option by bringing professionals to speak at the College. Fermin spoke with a person in GA who can create a lecture series but it will require paying a fee.
- iii. Chuck suggested trying the lecture series first since it can be started quickly and later move to a program of classes.
- iv. Sandy offered another option of elective credits. Fermin said that is how the program is done at UF.
- v. Fermin will put a paper together on a lecture series program for the next meeting.
- vi. Dean will be meeting with a retired BP executive, Tom Krisa, who developed leadership programs for BP. He has offered his services to the College. Dean said he would like faculty and students as part of this discussion.
- vii. Three questions to be addressed: How should it be delivered? What should be accomplished? Who are the key stakeholders? Launch the program in the fall.
- viii. Robert suggested Michael Littlebridge could provide value.

VI. Status of the College

- a. Dean reported on his meeting with the Provost's financial team. The College has a \$2M shortfall on \$21M budget. \$6M was removed from the budget and Dean was told that \$1.6M would be returned.
- b. The Provost's office did not feel the College needed the \$1.6M due to a large carry forward. A new CFO was hired and he is still finding his way around the USF budget.
- c. In the meeting yesterday, the Dean was told it is his shortfall to make up. Dean has asked for a meeting with President Genshaft to explain the shortfall.
- d. Making up the deficit out of the budget will have a terrible impact on the College. Many things would have to be cut. The deficit is a recurring deficit so fixing it now, means a shortfall will occur next budget period.
- e. The Provost offered \$1M to hire an NAE member, but Dean refused the money unless it could be used toward the deficit. The money was given to Arts & Sciences.
- f. There is a lot of financial mayhem at USF right now. Education and Engineering are taking the hardest financial hits right now. The Provost believes that Engineering will get STEM money from the State, so money is being shifted to the traditional A&S programs since they are so far behind, reasoning that Engineering is OK.
- g. EB supports the Dean in have a meeting with Pres. Genshaft. Gene would like some of the members to contact her as well.
- h. Dean has emails from the Provost stating the shortfalls will be covered.
- i. Chuck suggested the context of a meeting with the President should focus solely on Engineering's financial issues.
- j. Provost should return next week and hopefully this discussion will continue.

VII. Action Items:

- a. John suggested that the next meeting be scheduled in early April. Invitations will be sent.
- b. Chuck will email Robert to set up a meeting to finalize board positions.
- c. Fermin asked that the Dec. 6 minutes be clarified. He thinks there is incorrect language regarding the bylaws about the selection of board members, and other issues.
- d. Dean will send a letter to each board member stating when their board term started.
- e. Janet will contact Chuck concerning the list of Emeritus members.
- f. Janet will contact Fermin to see who he wants involved with the leadership program. Dean suggested Tom Krisa, faculty and students.
- g. Janet will follow up with Chuck regarding the Career initiatives with John Bucher and Ed Copeland.
- h. Janet will contact Rick Baker to set up and meeting with Dean to discuss government relations efforts by the Alumni Board.
- i. Janet will send the new members board information and past minutes.