**8/24/22**

**Present**:  Fr. Fitzgerald, Opinder Bawa, Julie Orio, Donna Davis, Chinyere Oparah, Lindsey McClenahan, Charlie Cross.

**Absent and excused**:  Ellen Ryder

Fr. Fitzgerald called the meeting to order at 10 am.

1. Update on Covid and masking:  Julie Orio reminded Cabinet that we base our protocols on rate of transmission, not on the number of cases.  Masking will continue until transmission rate declines.

2. Update on the meeting of the Executive Committee of the Board:  Fr. Fitzgerald reported on the meeting of 8/23.  New members were welcomed and a brief report was provided on the start of the year including move-in, enrollments and discount rate.

3. Housing Update:  Julie reported on occupancy, which is slightly exceeding design capacity.  Over capacity has been handled through use of swing space and lounges.  As beds free up, students are being relocated from swing spaces in this case isolation spaces. The housing  team was able to house every first-year student that was guaranteed housing and first year students that were not guaranteed housing.  Members complimented Julie and her housing staff for a job well done.  Future housing construction options were discussed and the timeline for occupancy if we were to start the process today, would probably be at least five years given the city processes.

4. Autonomous vehicle opportunity:  Cabinet discussed the benefits and liabilities/concerns of exploring a relationship with an autonomous vehicle company.  Next steps will be Donna Davis and Julie Orio meeting with company leadership and then making a recommendation to the Cabinet on how best to proceed.

5. Service and Merit awards/ceremony: Donna Davis presented ideas for service and merit awards moving forward and a catchup proposal for the last couple of years during Covid restrictions.  Cabinet agreed on the value of having an event in person.  Further discussion as to how we can more effectively deliver these awards across all of the various campus ceremonies.

Meeting adjourned at noon.

**8/31/22**

**Present**:  Fr. Fitzgerald, Chinyere Oparah, Lindsey McClenahan, Julie Orio, Opinder Bawa, Donna Davis

**Absent and excused**:  Charlie Cross, Ellen Ryder

Fr. Fitzgerald called the meeting to order at 10 am.

1. With the launch of the new academic year, Julie Orio presented an update on Covid protocols and prevention efforts. Masks continue to be required inside campus buildings (except in Koret Health and Recreation Center, where masks are highly encouraged).  Student Life is providing N95 masks to high-risk individuals such as unvaccinated faculty, students, and staff, and KN95 and surgical masks continue to be provided to the schools and college as supplies allow. N95s for unvaccinated individuals, KN95s, and surgical masks are still available at the Public Safety Lone Mountain (LM) Gate, UC Fifth Floor, and 101 Howard security desk. Contact tracing continues, and detailed procedures are outlined online and in communication to the community.  COVID testing through GoHealth for students, faculty, and staff will be available on Mondays from 1 to 3 p.m., Wednesdays from 1 to 3 p.m., and Thursdays from 9:30 to 11:30 a.m. in University Center 501.

2. Cabinet members provided updates from their areas.

Meeting adjourned at noon.

**9/7/22**

Fr. Fitzgerald called the meeting of Cabinet and Deans to order at 10 am.

10-11:30:  Deans met with Cabinet.  **Present**:  Deans Shawn Calhoun, Eileen Fry Bowers, Eileen Fung, Otgo Erhemjamts, Susan Freiwald, Shabnam Koirala-Azad along with guest April Crabtree; plus Cabinet members Fr. Fitzgerald, Chinyere Oparah, Donna Davis, Ellen Ryder, Julie Orio, Opinder Bawa.  **Absent and excused**:  Charlie Cross.

1. USNews & World Report rankings:  Noting that the USNWR will publicly release the 2023 rankings of colleges and universities on Monday, 9/12, Provost Oparah provided a high level and embargoed overview of the results and USF’s position in the category of National Universities, which ranks 392 institutions.  She also noted that the factors where USF can affect a move in rankings involve improving our peer assessment score and our graduation and retention rate.  Cabinet and deans discussed how attention in these areas are also aligned with the goals of the Strategic Plan.  Ellen Ryder summarized communication plans around the 9/12 release, including publishing stories on USF News platforms, providing talking points for deans and vice presidents, and updating content on the [www.usfca.edu](http://www.usfca.edu)

2. Fr. Fitzgerald updated the group on the number of new trustees joining the Board as of September, and encouraged deans and vice presidents to familiarize themselves with them, following the September meeting.

3. Fr. Fitzgerald asked Donna Davis to update the group on legal matters affecting higher education employment practices, especially around hiring for diversity.  It’s critical, she said, that USF tells our story, abides by the law, and aligns with our mission and values.  In addition to resources in the Office of Human Resources and consultation directly with her, Donna talked through areas USF’s leaders should be aware of.  Chinyere noted that the new director of ADEI (reporting to Vice Provost Sheila Smith McKoy) will be an important partner in this ongoing work.

4. April Crabtree presented a detailed pre-fall census snapshot of undergraduate enrollment.  At this early point in the semester, registration shows we are meeting many targets; census will provide a concrete picture.  Among other areas, April discussed admit rate, discount rate, yield rate, and melt rate across different categories of students (transfers, international, etc.) as well as the impact of high school grade inflation during Covid and USF retention efforts on enrollment.

5. Graduate enrollment.  Chinyere asked that the deans comment on what they are seeing as the semester begins on graduate program enrollment, and all provided their respective snapshots and plans going forward.

Fr. Fitzgerald thanked the deans for their participation, and called a brief Cabinet meeting to order.

Chinyere introduced guest Jeff Lefkoff, who has been in his new position as vice provost for budget, planning and strategic analysis for two weeks.  Jeff provided a pro forma analysis of possible next steps with a strategic initiative.

Meeting adjourned at noon.

**9/14/22**

Meeting scheduled for this time was canceled due to the President’s travel commitments. Agenda items deferred to meeting scheduled 9/21/22