

Cabinet Meeting Summary Notes
April 3 - June 12, 2019

Unless indicated, minutes prepared by Ellen Ryder

June 19, 2019

Members present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Charlie Cross, Donna Davis, Don Heller, Shirley McGuire, Ellen Ryder, Peter Wilch

In his opening remarks, Fr. Fitzgerald reported that going forward, Leadership Team meetings will open with a “mission moment” – an exercise or storytelling organized and led by Erin Brigham, Chair of the University Council for Jesuit Mission and director of The Joan and Ralph Lane Center for Catholic Social Thought and the Ignatian Tradition. Fr. Fitzgerald will also re-institute quarterly meetings this fall during which faculty and staff can interact with him and colleagues.

Cabinet discussed the content and structure of next VP Forums: Title IX (with VP Orio, General Counsel Davis), Global Experiences at USF (with Senior Vice Provost McGuire), and Sustainability Efforts (with VP Cross). Dates will be announced.

VP Ryder presented the summer issue of USF Magazine (with cover and main feature stories devoted to the campaign) and the new campaign website, both of which were designed and produced by in-house teams in Development and OMC.

VPs gave updates from their areas.

Fr. Fitzgerald closed the meeting by noting that there will be 35 Jesuits on campus in the coming year, including many from other countries who will be studying in the School of Education and serving as resident ministers.

June 12, 2019

Members present: Paul Fitzgerald, Michael Beseda, Charlie Cross, Donna Davis, Jeff Hamrick, Don Heller, Shirley McGuire, Julie Orio, Ellen Ryder, Peter Wilch

Fr. Fitzgerald reported on recent meetings of the West Coast Conference, which included discussion of new attention to the mental health of athletes and how students are participating more actively in the governance of the conference.

Cabinet members debriefed on the summer Board of Trustees meeting, including reporting out from their respective committee meetings.

Cabinet discussed potential timing and process for revisiting and updating current mission, vision, and values statements, which were adopted in 2011.

VP Cross gave an update on Lone Mountain residence hall construction project.

VP Orio gave an update on the status of housing, including triples, wait list, and revenue projections.

Fr. Fitzgerald led a discussion of current conversations and research related to building stronger pipelines with community colleges and Bay Area public and private institutions.

VP Wilch provided an update on efforts to build support for the USF Institute for Nonviolence and Social Justice, including introductions made by Clarence Jones to foundations.

June 5, 2019

Meeting canceled.

May 29, 2019

Cabinet/Deans Meeting

(Minutes prepared by Jeff Hamrick)

Present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Marcelo Camperi, Tyrone Cannon, Donna Davis, Elizabeth Davis, Don Heller, Susan Freiwald, Jeff Hamrick, Shabnam Koirala, Julie Orio, Peter Wilch

In his opening remarks, Fr. Fitzgerald congratulated cabinet members and deans on a successful set of commencement exercises. Discussion followed on the excellent quality of this year's speakers and a call for nominations for future honorary degree recipients.

VP Beseda reviewed his most recent enrollment update, recently shared with the executive committee of the Board of Trustees. Discussion followed on the topics of

yield, composition of incoming class (e.g., Pell eligible, first generation, African American, etc.), domestic first year first time discount rate, summer melt, housing applications, international students, and the university's strategy for attracting transfer students. The cabinet and deans then discussed graduate enrollment funnels, including concerns about the climate for recruiting international students and the low unemployment rate in the Bay Area.

Dean Freiwald gave an update about the strong 1L funnel for the School of Law, and indicators for the year ahead. She also reported that the School of Law is on target to meet a new requirement that 75% of law graduates from the class of 2017 pass the bar examination within two years.

Fr. Fitzgerald opened a conversation on academic program innovation at the university, including academic certificate programs and professional certificate programs. The challenges of space constraints and resources to hire faculty were among the specific items discussed.

General Counsel Davis reviewed recent changes to the university's performance review procedures and the reorganization taking place within Human Resources. She asked for feedback from the cabinet and deans on the review process, and the cabinet and deans had a wide-ranging conversation about a variety of issues, including the university's compensation philosophy, among other matters.

Fr. Fitzgerald reminded the group that Wheeling Jesuit University will be leaving the Association of Jesuit Colleges and Universities as it emerges from financial exigency, contracts its academic offerings, and ceases its affiliation with the Society of Jesus. Its name will change in summer 2019. Its future is uncertain. He also asked cabinet members and the deans to keep our colleagues at the Jesuit university in Managua, Universidad Centroamericana, in mind as the country experiences political turmoil and a general strike over the fate of political prisoners. This is the country's fifth general strike in the past year.

May 22, 2019

Members present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Donna Davis, Jeff Hamrick, Shirley McGuire, Julie Orio, Ellen Ryder, Peter Wilch

Fr. Fitzgerald reported on his most recent meeting with the Executive Committee of the Trustees, which was the final regular meeting of the academic and fiscal year. Topics discussed included enrollment outlook for both undergraduate and graduate students, and USF preparations for potential visa challenges.

VP Bawa presented the plan for replacing end-of-life network switch hardware, and necessary IT audits going forward.

VP Hamrick previewed the fourth quarter operating forecast, as well as funding paths for the IT switch replacement program, construction of the "Innovation Hive" in Harney, and transitioning Banner to the cloud.

Cabinet reviewed and discussed the previous week's commencement exercises.

Cabinet previewed and discussed plans for the June Board of Trustees meetings.

VP Ryder discussed the plan for posting summaries of the cabinet meeting notes on myUSF, timed to the posting of the quarterly trustee meeting summaries.

May 15, 2019

Members present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Charlie Cross, Jeff Hamrick, Don Heller, Shirley McGuire, Julie Orio, Ellen Ryder, Peter Wilch

VP Hamrick reported on review of certain staff compensation levels. Evaluation is continuing, with Human Resources scheduled to review.

Cabinet discussed Graduate Student Senate proposal to the president regarding steps to advance Four Transformative Directions. VP Orio and other Student Life staff will continue discussions with GSS.

Cabinet discussed emerging issues with student groups, and how USF is poised to support all students groups in a holistic way. Research and programming underway include more detailed information on student experience and a greater focus on alumni affinity and identity groups which could provide expanded support.

VP Orio reported on housing requests for fall 2019.

May 1, 2019

Members present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Charlie Cross, Donna Davis, Jeff Hamrick, Don Heller, Shirley McGuire, Julie Orio, Ellen Ryder, Peter Wilch

Cabinet debriefed on the April 30, 2019 Student Forum on tuition increase and other matters. Followup will take place with individual students. Cabinet plans to work with students to implement similar gatherings each semester.

VP Beseda provided an enrollment update in advance of the May 1 deposit deadline.

In wake of the Earth Day announcement of USF reaching carbon neutrality, Cabinet discussed launch of a new Campus Sustainability Committee.

VP Hamrick reported on progress of receiving reallocations from departments and divisions.

Provost Heller reported that the interim dean for School of Management, Charles Moses, has been hired and will begin work in July. The search for a permanent dean will begin in the fall, with the expectation that the permanent dean will be in place by summer 2020.

Fr. Fitzgerald requested performance reviews and information on planned summer absences from cabinet members.

Cabinet members reported on news and updates from their areas.

April 24, 2019

Members present: Paul Fitzgerald, Michael Beseda, Don Heller, Shirley McGuire, Ellen Ryder, Peter Wilch

VP Beseda reported on enrollment/deposit trends and early indicators regarding academic quality, gender balance, diversity, geographic distribution. He described actions being taken in terms of intensifying outreach and review of data.

Cabinet members reported on news and updates from their areas.

April 10, 2019

Members present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Charlie Cross, Donna Davis, Jeff Hamrick, Don Heller, Shirley McGuire, Julie Orio, Ellen Ryder

Discussion of next steps with implementing the new University Budget Advisory Council (UBAC), including goals, communications, composition, meeting frequency, and terms.

Student Forum is set for Tuesday, April 30, 11:45am-1pm. Students have agenda well structured. President Fitzgerald, Provost Heller, VP Beseda, VP Orio, and VP Hamrick will attend.

Discussion of the proposed plan for a new Staff Council.

April 3, 2019

Members present: Paul Fitzgerald, Opinder Bawa, Michael Beseda, Charlie Cross, Jeff Hamrick, Shirley McGuire, Julie Orio, Ellen Ryder, Peter Wilch

In advance of planned student-led forum, Provost Heller, VP Hamrick, and VP Orio met with students who initiated the protest regarding tuition increase. Cabinet discussed how USF can find additional ways to communicate college costs and issues to students (website information, USF101, etc.).

Review of discussion at March Board of Trustees meeting and Trustee Committees.

Fr. Fitzgerald Fitzgerald asked cabinet members to provide performance reviews by May 1, using any format.

Discussion of and recommendations for content to be included in upcoming President's Town Hall.

Discussion of adding Four Transformative Directions to myUSF, with archive of steps taken.

VP Wilch outlined initial plans for the October campaign launch, which is being conceived as a community event (including faculty, staff, students, alumni, and parents). Students will be identified to showcase academic and mission-centric projects.