

**Shared Governance/Transparency Subcommittee Hearing  
September 11, 2018  
Notes**

Present: Melissa Seixas, Chair; Kayla Rykiel; Nicole Washington.

**I. Call to Order**

Chair Seixas called the meeting to order at 4:20 p.m.

**II. New Business – Action Items**

There was a motion to accept the minutes from the July 18, 2018 hearing were approved.

**III. New Business – Information Items**

**a. Introduction and Context**

Chair Seixas outlined the focus of the committee, introduced the topics for discussion at the hearing, and described the process for public comment.

**b. Testimony**

- i. Overview of USF System Fees and Resources Directly Impacted/Supported by Student Fees

Nick Trivunovich, VP, Business & Finance and CFO of USF System, described the current fee structure at USF, the approval process and how various fees are used. The State University System (SUS) authorizes each university to charge certain fees that are common to all, while also allowing some university specific fees.

The USF Board of Trustees must authorize all fees assessed by the System. Increases can only occur once each fiscal year with implementation in the fall semester. Notice of any proposal to change tuition or fees must be provided to all students 28 days before consideration at a BOT meeting. USF has had no fee increases in the last five years.

Activity and Service (A&S), Health and Athletic fees are considered “local fees”. To change a local fee, a Local Fee Committee reviews increase requests and makes recommendations. These recommendations are provided to the USF System President, who submits the request to the BOT. The sum of the local fees cannot exceed 40% of tuition and within that cap, local fees cannot be increased by more than 5 percent per year.

A&S Fees have to be used for the student body in general and cannot be used for any student organization that is not open to all students. In particular, the student government association (SGA) is funded by A&S Fees which can be used for the operation of student government, the allocation of funds to student clubs and organizations and the support of various Student Affairs

departments. The SGA compiles budget requests from student organizations and internal departments and reviews these requests to compile the budget for approval by the SGA Senate. The budget is then presented to the USF System President via the VP of Student Affairs and Student Success. The USF System President (or delegated authority to Regional Chancellors) has line item veto power over the budget submitted by the SGA.

David Everingham, Regional Associate Vice Chancellor Business and Finance, described the health, athletics and transportation fees. Health fees cover general student health needs at low or no cost, mental health counseling, and student wellness programs. Athletics fees supports the general operations of the USF Athletics Program, provides for intramural sports and the USF sporting programs and allow students free entry to USF sporting events. A portion of the USFSP athletic fee is used to fund the USFSP Sailing Team. Mr. Everingham discussed the transportation and access fee, which may be used to support the USF System's transportation infrastructure and to increase access to transportation services. Only USFT and USFSP charge transportation fees (Bull Runner and supplementing the free use of the Pinellas bus system).

Eddie Beauchamp, Regional Vice Chancellor Business and Financial Affairs, described the technology and capital improvement fund fees. The Technology Fee, capped at 5 percent of tuition per credit hour, was approved by the BOT in 2009. Part of this fee goes to the individual institutions to enhance instructional technology resources with a portion remaining at the System for projects that support instructional technology. The Capital Improvement Trust Fee may be used to fund project or real property acquisition or improvements on existing property (except the Marshall Center which is funded under a separate fee).

Nick Setteducato, Interim Regional Vice Chancellor Administrative and Financial Services, explained Financial Aid Fees. The BOT is authorized to collect, for financial aid purposes, an amount not to exceed 5% of the tuition and out-of-state fee. A minimum of 75% of funds from the student financial aid fee is used to provide financial aid based on demonstrated financial need. He clarified that the need for these funds is reviewed on a 3 Year Financial Aid Plan to ensure all expenses are covered. This fee generates one pool of funding that is for all three campuses to use.

Members discussed the possibility of making the fee structure more transparent to allow students to understand the fees and the services provided. Mr. Trivunovich explained the University uses the website, presentations at orientations and SGA to communicate information regarding fees. Each campus has a separate process for fees and the fees speak to the individual identity of each campus. The home campus determines what flat fee a student is charged and the per credit hour fees are determined depending on the location of the course.

Members discussed the feasibility of increasing the transportation fee to provide a shuttle between the campuses to support additional connectivity between campuses.

Mr. Trivunovich clarified that the CITF is used to renovate or to build new building but it must be for student related buildings not academic buildings (e.g. a campus rec center or student commons).

## ii. Overview of Student Governance Structure

Michael Klene, SGA President at USF Sarasota-Manatee, Kaeden Kelso, SGA President at USF St. Petersburg and Moneer Kheireddine, SGA President at USF Tampa jointly presented on the role, operations and activities of student government at each of the USF institutions.

Student Government has two responsibilities: to represent the student body and student interests and to ensure the proper allocation, budgeting and support of the A&S Fees at each institution.

Each campus has three branches with annual elections on each campus. USFT Student Senate has 60 seats, USFSP has 20 and USFSM has 10.

Each campus's student government offers student services and allocates the A&S fees a little differently and each of the three student government presidents provided an overview of that process at their respective campus.

The following are some examples of services the student government funds: USFSM offers shuttle to the Mote Marine Laboratory. USFSP funded a concert on campus. USFT funds Bulls Radio where students can start a radio show and free transport for students from the library to residence halls at night. All campuses fund free computer services / printing for students.

The USF System President's Advisory Board (SPAB), which represents the entire student voice, is a cross-campus collaboration of student governments created through a Memorandum of Understanding. Membership is made up of the three SGA presidents, plus three additional seats from each campus (with an additional seat for each 10,000 students). This entity elects one SGA President to serve as the student representative on the USF Board of Trustees.

The SGA presidents presented a potential plan moving forward to enhance the system-wide student government structure while maintain individual campus identity. A single USF System Student Body President would be elected by the various campuses while each campus would be granted five seats (Student Body President, VP, Senate President, Supreme Court Chief Justice) with an additional seat for each 5,000 students. The goal is to create a unified advisory board created of leadership from each campus and an opportunity to hear students on a local level.

The review of A&S funds could continue under a more refined, but similar to the current, system. Student comprised at each campus would review campus individual budgets to create overall budget requests. That review would go to a final board, the three SGA presidents and the USF System President or Regional Chancellor for approval. They noted that this plan was still in the formation stage as the intricacies of the A&S funding process was reviewed.

Members questioned the impact that consolidation would have on individual campus events in terms of potential increased attendance, how students would be allowed to use student funded services available at different campus locations and whether there were any system wide events (along with any restrictions). Mr. Kheireddine explained most services and events are already available to the larger student body. There are some system-wide events, available to all students

and/or modified for each campus. These include events such as homecoming and services like free printing. Currently, students cannot participate in sports activities outside of the home campus. Members discussed the possibility and opportunity for students to join teams regardless of home campus to further take advantage of consolidation.

iii. **Overview of Strategic Planning**

Dr. Gregory Teague, Special Advisor to the President for USF System Strategic Planning, and an associate professor, described the entire spectrum of strategic planning at USF including the USF System plan, each institution's plan, and college and departmental plans. All plans support the highest plan's goals and objectives in order to keep the organization moving forward in a successful manner.

Chair Seixas asked what the implications of consolidation were on current strategic plans and planning processes. Dr. Teague described the system strategic planning process as somewhat on hold during this portion of the consolidation process. Upon approval of the implementation plan, the planning process could be resumed for a USF Strategic Plan that would incorporate existing plans as well as changes due to consolidation and the implementation plan.

**c. Public comment**

There was no public comment.

**d. Discussion**

Members had no further discussion. Chair Seixas thanked all of the presenters for their time and participation in providing valuable information to the Subcommittee.

**IV. Adjournment**

Meeting adjourned at 6:11 p.m.