

New College of Florida Board of Trustees
Approved Minutes
January 5, 2002 Meeting

Members in Attendance: Bob Johnson, Chairman; Robert Blalock; John Cranor; Rev. Jerome Dupree; Gen Rolland Heiser; Andrew Hossack; Meg Lowman; Vicki Raeburn; Alexis Simendinger; Jane Smiley. Ex Officio: Gordon E. Michalson, Jr. President.

Call to Order

Chairman Johnson called the meeting to order at 10 A.M.

Acknowledgement of Notice of Meeting

Chairman Johnson requested and received acknowledgement from General Counsel David Smolker that the Notice of Public Meeting had been duly noticed and published.

Approval of Minutes

Mr. Cranor moved to accept the Minutes of the meeting of November 3, 2001 as presented; General Heiser seconded the motion and it was approved unanimously.

Selection of Vice Chairman

Ms. Raeburn moved to appoint Mr. Cranor the Board's Vice Chair, filling the vacancy left by Mr. Schiffman's resignation. Ms. Lowman seconded the motion and it was approved unanimously.

Schedule of Future Meetings

Chairman Johnson presented a schedule of future meetings; it was adopted by the Board: February 9, 2002; April 27, 2002; May 25, 2002; August 24, 2002; November 9, 2002; February 15, 2003; April 26, 2003. He observed that the Board and everyone on campus is pulling together in a tremendous team effort, despite the setbacks in securing sufficient funding for New College stemming from the Governor's second veto of supplemental funds to support New College's independence.

President's Report

Dr. Michalson reported that New College of Florida had just completed a strong first semester. A New College physics student was the only liberal arts college representative on a list of 40 undergraduate research awards made internationally by the Materials Science Society. New College is one of seven institutions participating in a three-year federal grant from FIPSE, the Fund for Improvement in Postsecondary Education, to share best practices nationally. He noted that this grant is very timely, for the values and practices that inform the New College program are those that interest educators today. Next month, the College will host the annual meeting of the Florida Collegiate Honors Council on campus. And New College Day will be held on the same day as February's Board meeting. Admissions reports that applications are looking very healthy.

While the outcome of the Special Session of the Legislature showed that NCF must do a better job of educating the Governor as to the value of New College, Dr. Michalson reminded the Board that New College was the only SUS member not cut in terms of base budget. In Tallahassee recently, he found people seemed pleased with New College and genuinely concerned about its future.

Serious campus management and governance issues face New College closer to home, stemming from the hurried circumstances under which campus management agreements with the University of South Florida were struck last summer. Dr. Michalson believes it is critical to clarify the campus management or "ownership" issue soon, because disputes with USF are consuming enormous amounts of his and his senior staff's time. The primary issue is, which institution is in charge of the campus and will provide, and pay for, campus services. As part of the agreement, campus services were divided and budgets split. Now that USF has suffered a budget cut, it is cutting back shared services, adversely impacting NCF. USF sees its 50% of campus funding as their own to do with it what they will, leaving NCF to fill the gap. New College sees all these funds as allocated for campus support, merely booked to USF or NCF for purposes of the agreement.

Dr. Michalson concluded by noting that New College of Florida is ready to assume its rightful position of leadership in the framework of national liberal arts colleges. Although it sometimes has thought of itself as "on the margins" or "besieged," New College of Florida can be confident about what it is doing: every external measure shows that NCF is doing the job very well.

Committee Assignment

Chairman Johnson asked Board members to let him know in the next two weeks about reassignment to committees. Committee chairs should rely on Board liaison, Ms. Janney, to publish notice of committee meetings, arrange for rooms and notify members.

Amendment to Previously Approved Increase in Student Fees

Ms. Raeburn requested Board action to amend previously approved increases in Health and Activity and Service Fees. In November, increases in the student Health Fee and Activity and Service Fee were passed. In order to comply with state regulations which limit increases in these fees to an aggregate of no more than 5% per year, unless specifically authorized by law, she requested the Board amend action taken at the Nov. 3, 2001 meeting of the Board, such that the amount of the Health Fee

increase is reduced from \$3.00 per credit hour to \$.59 per credit hour and the amount of the Activity & Service Fee increase is reduced from \$.65 per credit hour to \$.25 per credit hour. Mr. Blalock so moved; General Heiser seconded the motion, and the amendments were approved unanimously.

Report of Joint Meeting of Strategic Planning Committee and Finance/Audit Committee

Mr. Cranor reported on a productive Jan. 4 meeting. The committee made progress in articulating a long-term vision for NCF to secure recognition as a premier institution among the smaller liberal arts colleges nationwide. He stressed the necessity of developing an shorthand version of the NCF mission – something like New College as a producer of “intellectual pioneers.” The joint committee will focus on five key strategies: (1) achieving self-sufficient ownership of the campus by 2003; (2) securing legislative support for differential funding of NCF; (3) encouraging New College Foundation as an incremental funding source to build an endowment of \$80-\$100 million by the end of the decade; (4) mounting a national campaign to enhance the reputation of New College; and (5) continuing to attract quality students and faculty, and improving faculty salaries so they are more competitive with those offered by the selective private liberal arts colleges. These five points will be blended into a strategic plan with enrollment growth and curricular planning. A draft will be ready for the next meeting.

Report of Student Affairs Committee

Ms. Lowman reported on the Committee’s early morning tour of the dormitories and its endorsement to the Board of the need to improve the physical facilities of New College in order to continue attracting top students.

Report of External Affairs Committee

Prior to the arrival of Ms. Simendinger, Steve Schroer, Director of Public Affairs, reported on efforts to keep New College in the news, to expand local and statewide positive perception of New College, and to develop a database to match legislators with enrolled students from their districts. Ms. Simendinger will present a report at the next meeting.

Report of Student Code of Conduct Review Committee

Mark Blaweiss, Dean of Student Affairs, reported that the Committee met on Dec. 11 and put the Student Code of Conduct in place. Mr. Smolker will present a recommendation to the Board later in the meeting.

Report of Presidential Search Committee

General Heiser reported the Committee met on Dec. 14 and recommended the search firm of A.T. Kearney to work on the Presidential Search. New College Foundation will fund the search, estimated to cost \$55,000 or one-third the salary of the person selected as president. June 2003 is the target date to have a new president in place. Between now and March, Dr. Jean Dowdall, VP for Educational Practice at A.T. Kearney, will visit campus to meet with students and faculty. By August 2002, she plans to have held preliminary interviews with about 12 candidates, who will then be vetted, and scheduled for campus interviews in the fall. By December, negotiations should be on-going with the preferred candidate. General Heiser moved that the Board approve the firm of A. T. Kearney to conduct the Presidential Search and approve the Presidential job description drafted by the Presidential Search Committee, which will be submitted to the Florida Board of Education in accordance with state regulations. Rev. Dupree seconded the motion and it was unanimously approved by the Board as stated.

Resolution 02-01 for the Governor

Chairman Johnson presented Resolution Number 02-1 for the Board’s adoption, inviting Governor Bush to visit the campus of New College of Florida and meet with students, faculty, staff, and Board members. Mr. Cranor so moved, seconded by Ms. Lowman. The Resolution was passed unanimously.

Resolution 02-02 for the Florida Board of Education

Chairman Johnson presented Resolution Number 02-2 for the Board’s adoption, inviting the Florida Board of Education to conduct one of their meetings at the New College of Florida campus and to meet with students, faculty, staff, and Board members. Rev. Dupree so moved; seconded by Ms. Smiley. It was passed unanimously.

Rulemaking

Counsel Smolker explained that the Board of Trustees exercises its authority via rulemaking. The plan was to initiate statutorily mandated rulemaking by Dec. 31, 2001. The Board authorized initiation of rulemaking at the Nov. 3 Board meeting. Numbers have been assigned to each rule within the Florida Administrative Code in compliance with the statutory requirement for initiating the rulemaking process. Mr. Smolker explained that rulemaking is initiated by publication of notices of rule development. Thereafter, once the rules are approved by the Board and subsequent notices of adoption are published, if there is no request for public hearings, then the rules become law within three months. Mr. Smolker noted for the record that he had received proof of publication of notices of rule development for each of the proposed rules, and that no person had requested a rule development workshop. After the presentation of each of the following Proposed Rules, Chairman Johnson asked if there were any questions or public discussion; there were none.

Proposed Rule 6C11.3.001, Admissions – This rule was developed in consultation with Joel Bauman, Dean of Admissions and Financial Aid, and contains the criteria for admission to New College. Mr. Bauman requested that the following additional language be added to page 2, at paragraph (6): “New College of Florida does not admit applicants who hold a graduate or undergraduate degree.” Mr. Smolker recommended a motion to approve the proposed rule as amended and authorize publication

of notice of adoption pursuant to chapter 120, Florida Statutes. Mr. Blalock moved to approve the rule as stated; Ms. Raeburn seconded. The rule was approved unanimously.

Proposed Rule 6C11-4.002, Tuition Payment and Student Registration—This item was approved initially as incipient agency policy. Now it is presented as a proposed rule, recommended for Board approval. Mr. Smolker recommended a motion to approve the proposed rule and authorize publication of notice of adoption pursuant to chapter 120, Florida Statutes. Ms. Raeburn so moved; Mr. Cranor seconded the motion. The rule was approved unanimously.

Proposed Rule 6C11-6.001, New Student Code of Conduct—This item is modeled after the USF Code of Conduct in force at New College. It has been modified, and a section on student rights, taken from the New College Student Alliance constitution, has been added. The Board Chairman appointed a Student Judicial Code Review Committee, required by law, and the committee met on Dec. 11 to approve the Student Code of Conduct and the student rights enumeration. Mr. Smolker recommended a motion to approve the proposed rule and authorize publication of notice of adoption pursuant to chapter 120, Florida Statutes. Mr. Cranor so moved; Rev. Dupree seconded the motion. The rule was approved unanimously.

Chairman Johnson asked if the Board could do anything to prevent non-New College individuals creating problems on campus, perhaps reinforce the authority of the university police? Mr. Smolker responded that the university police enforce general law and can enforce the New College Student Code of Conduct only insofar as it applies to New College students. Uninvited guests appear frequently at New College gatherings. Mr. Smolker suggested promulgating a rule that would require a minimum level of vigilance and advising campus police of non-compliance with the Conduct Code. Mr. Johnson recommended letting the campus police know that the Board wishes to enforce strict rules of conduct for individuals on campus and we need to control non-institutional use of the facilities by uninvited guests.

Proposed Rule 6C11-2.001, Student Records Policy – Mr. Smolker recommended a motion to approve the proposed rule and authorize publication of notice of adoption pursuant to chapter 120, Florida Statutes. Ms. Raeburn so moved; Ms. Lowman seconded. The proposed rule was unanimously approved.

Proposed Rule 6C11-6.002, Student Financial Aid—Mr. Smolker requested that consideration of this proposed rule be continued to the Feb. 9, 2002 Board meeting. Chairman Johnson approved his request.

Proposed Rule 6C11-8.004, Misconduct – Mr. Smolker explained that this rule is required by statute. It prohibits general disruptive behavior on campus. Rev. Dupree asked if it covered non-students; Mr. Smolker replied that it covered only New College students and employees, but it could be expanded. Mr. Blalock suggested that one would not want to grant non-students rights they did not deserve under the Student Code of Conduct by including them in this proposed rule. Mr. Smolker recommended a motion to approve the proposed rule and authorize publication of notice of adoption pursuant to chapter 120, Florida Statutes. Rev. Dupree moved the proposed rule be approved as stated by Mr. Smolker; Mr. Blalock seconded. The proposed rule was unanimously approved.

Proposed Rule 6C11-8.003, Limited Access Personnel Records – Mr. Smolker explained that this proposed rule had been adopted by the Board on Nov. 3, 2001 as incipient agency policy, as required by statute. He recommended the Board now approve the proposed rule and authorize publication of public notice of adoption of proposed rule pursuant to chapter 120, Florida Statutes. General Heiser moved the proposed rule be approved as stated by Mr. Smolker; Rev. Dupree seconded. The proposed rule was unanimously approved.

Proposed Rule 6C11-8.002, Appointment, Employment, and Removal of University Police—Mr. Smolker explained that this rule is required by statute and he had developed it in consultation with NCF Police Chief O’Casio and John Martin, NCF’s VP for Finance and Administration, to whom Chief O’Casio reports. He recommended the Board now approve the proposed rule and authorize publication of public notice of adoption of proposed rule pursuant to chapter 120, Florida Statutes. Ms. Smiley so moved, seconded by Ms. Raeburn. The rule was unanimously approved. Ms. Simendinger asked if this rule differed significantly from the USF University Police Rule, and who is responsible now for the orientation of new NCF police officers. Mr. Smolker replied that the Rules were essentially the same. Mr. Martin stated that he is responsible for new officers’ orientation.

Proposed Rule 6C11-4.001, Vehicle Registration, Parking and Traffic Regulations—Mr. Smolker explained that the vehicle registration, parking and traffic regulation covered by this rule pertains to the NCF campus, but that there is interface with the USF Parking and Traffic staff in Tampa, because there is joint enforcement of this rule and USF forms continue to be used to process vehicles on the NCF campus. The operation of the entire process for NCF will be located physically on the NCF campus. The proposed rule has been reviewed by the USF Parking and Traffic staff and by the USF General Counsel. He recommended the Board now approve the proposed rule and authorize publication of public notice of adoption of proposed rule pursuant to chapter 120, Florida Statutes. Ms. Smiley moved that the proposed rule be approved as stated by Mr. Smolker; Mr. Blalock seconded. The proposed rule was unanimously approved.

Chairman Johnson stated that he had met with Senator Lisa Carlton and requested state issuance of a New College of Florida license plate. The other ten state universities have license plates available to potential subscribers. While NCF could not assure the requisite 15,000 subscribers, the lack of a state university license plate puts NCF at a disadvantage, and Mr. Johnson requested

a waiver of this condition. Mr. Blalock and Mr. Cranor requested that all Trustees be issued some sort of NCF parking authorization. Mr. Martin stated he would take care of the matter.

Mr. Smolker announced that the final rulemaking item on the agenda, *Proposed Rule 6C11-8.001, Personnel Matters*, would be deferred until the next meeting. This will conclude initiation of statutory rulemaking required of NCF.

Update on Accreditation Status

The enormous workload created by the SACS application for independent accreditation continues. President Michalson noted that he and four others from NCF attended the annual SACS conference in New Orleans last month and received encouragement from SACS officials. The challenge for NCF is not presenting the academic side of the NCF program which has been solidly autonomous for years, but describing the administrative and financial infrastructure which we have had to develop practically overnight. Decreasing dependence on USF is necessary to meet SACS institutional viability criteria. Contractual arrangements for purchase of services must be sufficiently longterm to demonstrate institutional stability and the capacity to support and deliver the academic program. President Michalson assured the Board that he is optimistic about the outcome of NCF's status with SACS.

Report of Residential Life Study Group

Mr. Blaweiss reported on the past history and present condition of the NCF dormitory facilities, totaling 460 beds. He focused on the need to renovate or demolish the Pei dormitory complex and to find new space to accommodate residential students during the renovation/construction period, as well as to accommodate an additional 200 new students (projected growth in enrollment) by 2010. NCF provides residential space for 70-80% of the student body. The addition of new beds immediately would allow the college to close Pei incrementally to facilitate a more intense renovation. Upon completion of all three Pei courts, the 2010 enrollment should be equal to supporting the new beds. The cost to renovate Pei is between \$4-6 million. Mr. Blaweiss reported that a current trend in housing is to work with development companies that utilize "off-book" financing which results in the corporation building new halls and renovating old halls, while the college, over a defined period of time, lease-purchases the buildings back. A new residence hall could be built by Fall 2004, and the Pei complex could be totally renovated within three years. The revenue generated from students living in the new dorm and Pei would be used to lease-purchase these facilities, ending with NCF having complete ownership within the contracted time frame, something like 30 years. President Michalson appointed a Residence Life Study Group to investigate such a plan. Mr. Blaweiss asked the Board to approve authorization of further exploration of "off-book" funding of a new dormitory and the renovation/demolition of Pei, including developing Requests for Proposals from development corporations. General Heiser so moved, seconded by Mr. Cranor. The authorization was unanimously approved.

Mr. Blalock asked how this authorization fit into the parameters of fundraising. Chairman Johnson noted that the concept is really a 30-year annuity; it would not have to be handed to a development company, it could be a donor. Mr. Cranor stated that the project of providing additional beds for an enrollment increased to 800, however it to be accomplished, occupies a prominent place in the NCF strategic planning process; the Study Group needs to look into all options, including the "off-book" financing as well as others. Mr. Johnson noted that state funds can not be used to build dormitories; an infusion of private funds is required. The strategic plan, he emphasized, has to include all capital needs on a five-year projection. All master plan items will be on the table and become part of NCF's strategic plan.

Ms. Smiley asked how long it would be before USF relinquished their offices on campus. Chairman Johnson responded that he and President Michalson will meet with Senator McKay and USF on Jan. 17. He hopes that USF Sarasota-Manatee will move to the Crosley Estate as soon as possible. A planning goal for NCF would be to have USF relocated by the end of 2003. He pointed out that the move ultimately is up to the State Legislature, but the issue is critically important because it defines ownership and control of the campus. Mr. Johnson intends to ask Senator McKay for his support in getting USF relocated to the Crosley property. The Board signaled unanimous approval of this action.

New College of Florida Mission Statement

Provost Charlene Callahan presented the New College Mission Statement and Statement of Purpose, as provided in Chapter 1, Section 1.1.1 of the *New College Faculty Handbook*, for Board approval. Ms. Simendinger noted the New College mission has not changed much since the institution's inception in 1960. The statute creating NCF in 2001 contains its statement of mission, which was endorsed by the faculty in Fall 2000. Mr. Cranor moved to have the Board approve the New College Mission Statement and Statement of Purpose as presented; General Heiser seconded. The motion was unanimously approved.

New College of Florida Faculty Handbook

Provost Callahan presented Chapters 1-4 and 6-7 of the revised *New College Faculty Handbook* for Board approval. At its Nov. and Dec. meetings, the New College faculty formally adopted revisions to these chapters, proposed by faculty committees, to reflect NCF's independent status. In response to Mr. Cranor's question about the location of NCF's institutional research capacity on the organizational chart in the *Handbook*, President Michalson clarified that that function has been lodged in the Special Assistant to the President, whose previous job description as Director of Special Projects included it as well. Ms. Simendinger questioned the joint use of the library on the chart. Dr. Michalson explained that the library will be a joint use facility

for the foreseeable future, housing materials supporting all courses offered on campus by NCF and USF. Joint use would likely continue even after a move by USF to a nearby location. However, USF wants two directors of the library appointed, one from NCF and one from USF. Dr. Michalson believes this is bad management: one needs a single director in charge, and he has intervened directly to get Joan Pelland, whose title is Director of the Jane Bancroft Cook Library, a seat on the state universities library committee, when her own efforts had been rebuffed by the USF librarian. Mr. Blalock moved to have the designated chapters of the New College Faculty Handbook approved by the Board; Ms. Raeburn seconded. The motion was unanimously approved.

Division of Social Sciences Presentation

Professor Richard Coe, Chairman of the Division of Social Sciences, gave a Powerpoint presentation on the faculty members of his division, describing their academic and research areas of interest and their skills on the softball field.

Since there was no further business, the meeting was adjourned at 12:23 P.M.

Respectfully submitted,

Suzanne Janney
Acting Secretary and Agency Clerk