

FLORIDA BOARD OF GOVERNORS

PROPOSAL TO RECLASSIFY A TYPE I, II, OR III CAMPUS OR A SPECIAL PURPOSE CENTER

University of South Florida

 University Submitting Proposal

USF Sarasota-Manatee

 Educational Site Name

Classified as Type III

 Current Type of Educational Site

8350 N Tamiami Trail, Sarasota, FL 34243

Physical Address (US Site: address, city, state, zip)
 (International site: street address, number, city, county/province, country)

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 Current Site ID

Fall Semester 2015

Reclassification Effective Term
 (First date and term under new classification)

Type II

 Proposed Type of Educational Site

The submission of this proposal constitutes a commitment by the university that, if the proposal is approved, the necessary actions to accommodate students and faculty will have been met prior to final reclassifying the educational site. *MARCH 5, 2015*

 Date Approved by the University Board of Trustees

Judy Shuckraft

 President *5/12/15*
 Date

Andrew Mullins

 Signature of Chair, Board of Trustees

5/12/15

 Date

[Signature]

 Vice President for Academic Affairs

5/12/15

 Date

Provide current headcount (HC) and full-time equivalent (FTE) student enrollment at the educational site. Provide current headcount (HC) and full-time equivalent (FTE) of faculty and staff employed at the educational site. Indicate the current expenditures by fund source for the educational site.

Students, Faculty, and Staff		
2013-14	HC	FTE
Undergraduate	2,053	1,064
Graduate	187	98
Faculty-Fall 2013	144	93.5
Staff-Fall 2013	106	97
2014-15 est.	HC	FTE
Undergraduate	2,095	1,107
Graduate	190	92
Faculty-Fall 2014	145	105

Site Expenditures				
E&G Funds	Contract & Grants Funds	Auxiliary Funds	Other	Total
\$19,670,156	\$246,905	\$2,117,132	\$909,324	\$22,943,517
E&G Funds	Contract & Grants Funds	Auxiliary Funds	Other	Total
\$21,328,600	\$250,500	\$1,997,982	\$1,097,500	\$24,674,582

Staff-Fall 2014	104	97
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I. Introduction

- A. Provide a short description of the educational site for which the request to reclassify is being made, including the main purpose for this site (research, instruction, administration, student services, etc.).**

The University of South Florida Sarasota-Manatee is a regionally-accredited institution within the University of South Florida System. The main purpose of this site is to deliver bachelor's and master's degrees to citizens in the region.

II. Need and Demand Assessment

- A. Provide a narrative rationale for the request to reclassify the educational site that includes a need and demand assessment. The need and demand assessment for reclassifying an educational site to a new category in the taxonomy might address reduced or increased demand for access at a particular location or increased costs for instructional delivery that cannot be offset by increased enrollments.**

The main reason for this request is to ensure that the Florida Board of Governors (BOG) has the correct classification of USF Sarasota-Manatee according to Regulation 8.009. The Sarasota-Manatee region of Florida has demonstrated consistent demand for access. USF Sarasota-Manatee reached a full-time equivalent (FTE) enrollment of over 1,000 in 2007-08 and has remained above 1,000 for the last seven (7) consecutive years.

USF Sarasota-Manatee	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Annual FTE*	1,062*	1,113*	1,181**	1,198**	1,201**	1,189**	1,162**

*Source: USF InfoCenter.

**Source: USF Sarasota-Manatee Annual Accountability Reports to BOG.

USF Sarasota-Manatee demonstrated its ability to deliver a full array of student services when it received separate SACSCOC accreditation in 2011 with no recommendations or follow-up. The Florida Legislature mandated that USF Sarasota-Manatee seek separate SACSCOC accreditation in 2001 through Florida Statute 1004.34. The change in institution type by the BOG will not increase costs for course delivery.

III. Academic Programs and Courses

- A. Provide a list of the degree programs, partial programs, or college credit certificates and courses currently offered at the site. Identify any degree programs to be closed or implemented as a result of reclassifying the**

educational site. Explain the extent to which the proposed reclassification will have an impact on overall university enrollments, enrollment planning, and degree production.

Below is a list of degree programs delivered by USF Sarasota-Manatee.

CIP Code	Degree	Discipline
11.0103	BSIT	Information Technology
13.0101	MA	Education General
13.0401	MEd	Educational Leadership
13.1001	BA/BS	Exceptional Student Education
13.1202	BA/BS	Elementary Education
	MAT	Teaching, K-6
13.1210	BA/BS	Early Childhood Education
13.1305	MA	Secondary Education English Education
23.1303	BA	Professional and Technical Communication
23.0101	BA	English - Literature
24.0102	BS	Applied Science
26.0101	BS	Biology
42.0101	BA	Psychology
43.0103	MA	Criminal Justice Administration
45.0101	BA	Interdisciplinary Social Sciences
45.0401	BA	Criminology
51.0201	BS	Communication Sciences and Disorders
52.0101	BA/BS	General Business Administration
52.0201	BA/BS	Management
	MBA	Business Administration
52.0301	BA/BS	Accounting
52.0801	BA/BS	Finance
52.0901	BS	Hospitality Management
	MS	
52.1401	BA/BS	Marketing
54.0101	BA	History

Below is a list of certificate programs delivered by USF Sarasota-Manatee.

Certificates	Level	Hours
Business & Technical Writing	Undergraduate	15
Business Analytics	Graduate	15
Environmental Science & Policy	Undergraduate	19
Health Care Quality Management	Graduate	15
Hotel Management	Undergraduate	15
Leadership Studies	Undergraduate	15
Lean Operations & Six Sigma	Graduate	15
Online Pedagogy	Graduate	14
Post Master's Program Educational Leadership	Graduate	30-33
Restaurant Management	Undergraduate	15
Specializations in Information Technology	Undergraduate	15-16

The programs below are currently not accepting new students. USF Sarasota-Manatee assesses the demand and need for these programs at least annually to determine whether to remove them from suspension or to terminate them.

CIP Code	Degree	Discipline
13.1001	B,M	Special Education
13.1202	M	Elementary Education
13.1210	B	Early Childhood Education
13.1315	M	Reading Teacher Education

USF Sarasota-Manatee does not anticipate closing any degree programs at this time, because many were closed from 2009-11 when the institution was preparing for SACSCOC accreditation. USF Sarasota-Manatee is in the process of assessing the need and impact of each of its degrees and certificates as it develops a new strategic plan for 2015-2020 to be completed in June 2015.

Re-classification of USF Sarasota-Manatee is unlikely to have significant effects on enrollments, enrollment planning, degree production, or costs since the institution has already been operating at the current level of enrollment and programs for seven (7) years.

B. Provide an explanation of the manner in which the University intends to accommodate any students or faculty who will be adversely affected by reclassification of the educational site. Describe the steps that have been taken to inform students and faculty of the President's intent to recommend to the Board of Trustees that the site be reclassified.

USF Sarasota-Manatee does not know any students or faculty who will be adversely affected by reclassification of the educational site by the BOG.

(X) The University certifies that it has a plan for complying with all related regulations of the Southern Association of Colleges and Schools and any other relevant discipline-based accrediting agencies for reclassifying an educational site.

Since 2011 when it received separate SACSCOC accreditation, USF Sarasota-Manatee has demonstrated that it can operate as a Type II institution without adversely affecting students or faculty. The Florida Board of Governors' campus classification does not affect USF Sarasota-Manatee's status as an accredited institution under SACSCOC, AACSB, or NCATE (CAEP).

IV. Administration and Student Support Services

A. Describe any changes in the administrative structure of the reclassified site and how it will relate to the central administration of the university.

No changes planned or necessary for this reclassification. USF Sarasota-Manatee already has an administrative structure and student support services.

V. Budget and Facilities

A. Include an explanation of how reclassification will result in any increase, decrease, or repurposing of facilities at the site. Describe any lease or joint-use agreements that will be modified or terminated as a result of reclassification, including land leases from the State of Florida (Board of Trustees of the Internal Improvement Trust Fund).

No increases, decreases, repurposing, or changes planned or necessary for this reclassification.

B. Provide a narrative description of how the operational budget for the educational site will be affected by reclassification. Describe the impact that reclassifying the educational site will have on the overall university budget. Identify any special funding necessary to implement reclassification of the educational site.

Neither USF Sarasota-Manatee's operational budget nor the overall university budget will be affected or impacted by reclassification. No special funding is needed to implement reclassification of USF Sarasota-Manatee.

Educational Site Reclassification

(3) The following approval processes for establishing, **reclassifying**, relocating, and closing educational sites apart from the main campus apply to the State University System:

(a) Each board of trustees shall adopt regulations consistent with this paragraph for the establishment, **reclassification**, relocation, and closing of educational sites apart from the main campus, including international educational sites and educational sites located in other states, and for the acquisition of real property on which such educational sites will be located.

(b) As an initial part of the process that may lead to the acquisition, establishment, **reclassification**, relocation, or closing of additional campuses or special purpose centers, the president of each university shall consult with the Chancellor to inform system-wide strategic planning.

(c) Instructional sites and special purpose sites may be established and closed by universities consistent with regulations established by their respective boards of trustees. If an instructional or special purpose site scheduled for closing has been funded by the Legislature or established pursuant to law, the university shall provide documentation to the Board of Governors justifying the closure, and shall initiate a dialogue with legislative leadership regarding the closure.

(d) Establishing, **reclassifying**, relocating, or closing an additional campus or special purpose center, including acquiring real property for such educational sites, shall be approved by the university board of trustees and, subsequently, the Board of Governors. No capital outlay funds shall be requested of the Legislature or expended, except for planning, prior to such approvals being obtained.

(e) Proposals for the establishment, relocation, and **reclassification** of additional campuses and special purpose centers shall be submitted to the university's board of trustees and, subsequently, to the Board of Governors, using the format(s) developed by the Office of the Board of Governors, in conjunction with university academic affairs officers. Such format(s) shall include, at a minimum, the following elements: Accountability, Needs Assessment, Academic Programs, Administration, Budget and Facilities, Student Services, and Monitoring of Implementation.

(5) Each university shall annually monitor enrollment at its additional campuses. If enrollments fall below the minimum designated for the site as defined in (1) for three consecutive years, the university shall develop and implement a plan for increasing enrollment, **reclassifying** the site, or closing the site. An exception shall be made for a Type III Campus that was approved by the Board of Governors for establishment at an enrollment level below the minimum designated in (1). In that case, if enrollments fall below the Board of Governors-approved minimum for that site for three consecutive years, the university shall develop and implement a plan for increasing enrollment, **reclassifying** the site, or closing the site.