Chair Mort O’Sullivan called the meeting to order at 10:11 a.m. with the following committee members present: Mort O’Sullivan, Dave Cleveland and Suzanne Lewis.

Other trustees in attendance: BOT Chair Lewis Bear, Jr., Robert Jones, and Ethan Friedland.

Others in attendance: Dr. Judy Bense, President; Dr. Martha Saunders, Provost; Dr. Kevin Bailey, VP Student Affairs; Dr. Kim Brown, VP President’s Division; Dr. Brendan Kelly, Interim VP for University Advancement; Pat Lott, General Counsel, Janice Gilley, AVP for Community and Government Relations; Dr. Susan Stephenson, VP Business, Finance & Facilities; Dr. George Ellenberg, Vice Provost, Dr. Dottie Minear, Senior AVP, ASPIRE; Megan Gonzalez, Director, Public Relations; Ms. Ellen Till, Director, Business Affairs & Auxiliary Services; Dr. Jim Hurd, AVP for Student Affairs; Ms. Colleen Asmus, AVP, Financial Services; Mr. Mike Dieckmann, Senior AVP & CIO, ITS; Mr. James Felder, Assoc. General Counsel; Dr. Tim O’Keefe, Interim Dean, College of Business; Bill Healey, Director, Recreation and Sports Services; Dr. James Barnett, Interim CEO, UWF BEI; Ms. Anita Schonberger, Deputy General Counsel; Ms. Cynthia Talbert, Internal Auditor; Ms. Cindy Faria, AVP Human Resources; and Becky Luntsford, Executive Specialist.

Chair’s Greeting
Chair O’Sullivan welcomed everyone and thanked all for being here today. He recognized President Judy Bense, Chair Lewis Bear, Jr., Trustees Jones and Friedland.

Action Items:

1. **Adoption of UWF Regulation 5.019, Employee Debt Collection** was presented by Colleen Asmus.

   Section 1010.03, Florida Statutes, requires universities to exert every effort to collect all delinquent accounts and the statute permits university Boards of Trustees to adopt regulations in furtherance of those efforts. The statute permits universities to implement various measures to assist with debt recovery such as setoff procedures, payroll deductions, restrictions on the release of transcripts and the awarding of diplomas and restriction on access to other resources and services of the university. This regulation provides notification to employees regarding the university’s authority to collect debts and the procedures that will be used.

   A motion was made to recommend approval by the full Board on June 12th to adopt UWF Regulation 5.019, Employee Debt Collection. This regulation provides notification to employees regarding the university’s authority to collect debts and the procedures that will be used. The regulation will be effective on the date of approval by the board.
2. **Approval of Amendment of UWF Regulation 5.001 Parking and Registration for the Addition of Remote Lot Parking Permits** was presented by Ellen Till.

In June, 2012 the Board of Trustees approved a five-year series of gradual parking permit fee increases. As parking permit prices increase the university desires to create a lower cost parking option for students and staff. It is also the intent of Parking and Transportation Services to continually offer increased and improved services to the campus community. This is one in a series of benefits to be offered. The implementation of a Remote Lot parking permit option would allow students and staff to purchase a permit valid for remote lots at one-half the of the lowest permit price. Shuttles will transport students and staff from the remote lot(s) to other parts of the campus at regular intervals.

If approved this regulation will go into effect on July 1, 2014 and the Remote Lot (SP 2) Permit will be available in the fall, 2014.

Ms. Till explained that ECAT will be modifying the trolley route on the UWF campus to include the remote lot. She said the campus trolley runs every ten minutes with 20 stops made on campus. She also explained that UWF has purchased a smart phone application so those waiting on the trolley can access route and stop times.

A motion was made to recommend approval by the full Board on June 12th to make proposed changes to UWF Regulation 5.001 Parking and Registration for the Addition of Remote Lot Parking Permits. Text in the regulation was modified to 1) include references to remote lot parking permits, 2) clarify language regarding residential parking permit colors and applicable lots; 3) update web address and similar information as needed; and 4) correct minor typographical errors. If approved, the amended regulation will go into effect on July 1, 2014 and the Remote Lot permit will be available in the fall, 2014.

Motion by: Trustee Cleveland  
Seconded by: Trustee O’Sullivan  
Motion passed unanimously.

3. **Approve Amendment of UWF Regulation 6.0054 Competitive Solicitation Requirements** was presented by Angela Jones.

The proposed amendment updates the current regulation to incorporate amendments to Board of Governors Regulations 18.001 and 18.002 regarding preferences for Florida-Based Vendors and bid protest procedures for contract procurement processes.
The notice of proposed amendment to UWF/REG 6.0054 was posted to the BOT website on May 8, 2014 and comments were invited. The notice was also published in the May 8, 2014 edition of Argus Today and comment was invited. No comments have been received as of the date hereof. The required 30 day notice period for the proposed regulation ends on June 7, 2014.

A motion was made to recommend approval by the Full Board on June 12th of the proposed amendment to UWF/REG 6.0054 Competitive Solicitation Requirements, updating the current regulation to incorporate amendments to Board of Governors Regulations 18.001 and 18.002 regarding preferences for Florida-Based Vendors and bid protest procedures for contract procurement processes.

Motion by: Trustee Lewis
Seconded by: Trustee O’Sullivan
Motion passed unanimously.

4. Approve Amendment of UWF Regulation 6.0055 Procurement Actions Not Subject to Competitive Solicitation Process was presented by Colleen Asmus.

The proposed amendment updates the current regulation to include authority provided in BOG Regulation 18.001(6)(12) allowing the University to utilize purchasing agreements made by other governmental entities and universities with similar competitive solicitation processes.

This exception allows for the streamlining of certain procurement processes by reducing the administrative time and costs involved (i.e., cost of preparing bid specifications, advertising, negotiating terms, etc.) while maintaining fair and open competition in the procurement process. When this exception is used, the university will secure and maintain documentation of the competitive solicitation by the government agency or university that entered into the original agreement.

A motion was made to recommend approval by the Full Board on June 12th of the proposed amendment to UWF/REG 6.0055, Procurement Actions Not Subject to Competitive Solicitation Process, allowing the University to continue utilizing cooperative purchasing agreements effective immediately upon board approval.

Motion by: Trustee Cleveland
Seconded by: Trustee Lewis
Motion passed unanimously.

5. Approve FY2015/2016-2019 Fixed Capital Outlay Plan was presented by Dr. Jim Barnett.

The Board of Trustees approved the FY2014/2015-2018/2019 Amended Five Year Plan during the December, 2013 meeting. Project funding is obtained from the Public Education
Capital Outlay (PECO) fund, revenues generated from taxed utilities. These projects are commensurate with the most recent Campus Master Plan, adopted by the Board June, 2012. Recommended changes to the Plan approved during the December, 2013 meeting are as follows:

- Proposed **Laboratory Sciences Renovation** changed to Priority No. 2 in lieu of Priority No. 5.
- Proposed **Performance Science Center** changed to Priority No. 5 in lieu of Priority No. 4.
- Proposed **Natatorium Renovation, Ph. II of II** changed to Priority No. 6 in lieu of Priority No. 8.
- Proposed **College of Arts and Sciences Building 37 Renovation** changed to Priority No. 7 in lieu of Priority No. 9.
- Proposed **Educational Development Center Renovation** changed to Priority No. 8 in lieu of Priority No. 10.
- Proposed **Campus Drive Road Extensions and Modifications, Phase I of II and Phase II of II**, changed to Priority No. 9 and 10, respectively, in lieu of Priority No. 6 and 7.
- Identified a “**Confucius Institute**” project, as Priority 17, and requesting **$2,776,000**. The proposed project will be a connected to the International House, Building 71, within south campus.
- Project Title Change: “**Science Collections Laboratory and Auditorium**” in lieu of “Archaeology Auditorium and Curation Facility.”

A motion was made to recommend approval by the Full Board on June 12th of the proposed changes to the FY2015/2016-2019 Fixed Capital Outlay Plan to be submitted to the Chancellor’s Office on August 1, 2014.

Motion by: Trustee Cleveland
Seconded by: Trustee Lewis
Motion passed unanimously.

**INFORMATION ITEM(S):**

1. **FY 2013-14 Operating Budget Summary** was presented by Collen Asmus.

With no further Finance & Facilities items to discuss, the meeting was adjourned at 10:57 a.m.

Respectfully submitted,
Becky Luntsford, recording secretary