Minutes
Executive Committee Meeting
May 23, 2014

Chair Lewis Bear, Jr. called the meeting to order on May 23, 2014 at 12:02 p.m. with the following committee members present: Lewis Bear, Jr., Mort O’Sullivan, Susan O’Connor, Robert Jones, Jay Patel, and Dave Cleveland.

Other trustees in attendance: Suzanne Lewis, Richard Hough, 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. James Barnett, Interim CEO, UWF BEI; Mr. John Warren, Director, Chief of Police; Dr. Bob Dugan, Dean, University Libraries; Dr. Claudia Stanny, CUTLA; Dr. Richard Harper, OEDE; Dr. Stacie Whinnery, Interim Dean, College of Professional Studies; Dr. Richard Podemski, AVP Graduate School; Dr. Kim LeDuff, AVP, Chief Diversity Officer; Ms. Cynthia Talbert, Internal Auditor; Ms. Cindy Faria, AVP Human Resources; and Becky Luntsford, Executive Specialist.

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

Action Items:
1. Acceptance of Revision and Updates to the UWF Foundation, Inc. BYLAWS was presented by Dr. Brendan Kelly.

Dr. Kelly explained the proposed recommendations:

- The board officer positions of President and Vice President shall be updated to Chair and Vice Chair, respectively. This will align the officer titles with the organizational outline of other UWF boards (BOT, BEI, UWF Historic Trust) and differentiate board officers from staff.
- The position of UWF Foundation, Inc. Executive Director shall be updated to CFO. This position is selected by, and reports to, the Vice President for University Advancement.
- The position of President shall be added to the BYLAWS.
- Upon the advice of UWF Foundation legal counsel, the extraneous provisions and legacy language shall be removed.

A motion was made to approve updates and revisions to the UWF Foundation, Inc. BYLAWS as proposed.
Chair Bear moved the BOG Metrics and UWF Improvement Plan up on the agenda to be an action item. He stated the university received instructions from the Board of Governors after the agenda was posted requiring the UWF Board of Trustees to approve the UWF Improvement Plan before it is considered by the BOG at their meeting June 17-19, 2014.

2. **BOG Metrics and UWF Improvement Plan** update and discussion was lead by President Judy Bense.

President Bense passed out the improvement plan for 2014-15 and highlighted that UWF will place an emphasis on three of the metrics this year – six-year graduation rates, retention, and excess hours.

A motion was made to approve the UWF Metric Improvement Plan as submitted, with the ability granted to the President to make necessary tweaks.

Motion by: Trustee Jones  
Seconded by: Trustee Patel  
Motion passed unanimously.

**INFORMATION ITEM(S):**

1. **Joint Boards Strategic Planning Retreat Update** was provided by Dr. Kim Brown.

2. In respect of time, the **Legislative Update** information item was tabled by Chair Bear until the full board meeting on June 12, 2014.

With no further Executive Committee items to discuss, the meeting was adjourned at 1:11 p.m.

Respectfully submitted,  
Becky Luntsford, recording secretary