Chair Bob Jones called the meeting to order on May 23, 2014 at 2:14 p.m. with the following committee members present: Bob Jones, Bentina Terry, and Richard Hough.

Other trustees in attendance: BOT Chair Lewis Bear, Jr., 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; Dr. Jim Hurd, AVP for Student Affairs; Mr. Mike Dieckmann, Senior AVP & CIO, ITS; Mr. James Felder, Assoc. General Counsel; Dr. James Barnett, Interim CEO, UWF BEI; Dr. Michael Huggins, Interim Dean, College of Arts and Sciences; Dr. Gentry McCreary, Director of OSRR; Dr. Brandon Frye, Dean of Students; Ms. Mica Harrell, Director, Wellness Services; Dr. Sarah Luczyk, Director, Student Affairs Planning; Ms. Cynthia Talbert, Internal Auditor; Ms. Cindy Faria, AVP Human Resources; and Becky Luntsford, Executive Specialist.

Chair’s Greeting
Chair Jones welcomed everyone and thanked all for being here today. He recognized President Judy Bense, Chair Lewis Bear, Jr., and Provost Martha Saunders.

Action Items:

1. Amendment to UWF Regulation 3.001, Admission Standards for First Time in College Student Applicants presented by Gwen Byrd, Associate Director of Student Recruitment.

Paragraph (C) of Section II of this regulation sets forth two means by which an applicant’s high school average can be considered in determining whether the applicant will be admitted to UWF. Subparagraph (1) of paragraph (C) provides a means based solely on Grade Point Average (“GPA”), a minimum of 3.0 is required, and subparagraph (2) of paragraph (C) provides a means which combines GPA (2.5 to 3.0) with standardized test scores. The proposed changes to this regulation would omit from subparagraphs (1) and (2), the list of high school subjects used by UWF to compute an applicant’s GPA. In addition, a change is proposed to correct the minimum GPA range used in subparagraph (2). It currently states the range is from 2.5 to 3.0. The amendment would change the range to 2.5 to 2.99 because a GPA of 3.0 would place an applicant in subparagraph (1) for purposes of paragraph (C) requirements.

A motion was made to recommend approval of the Amendment of UWF Regulation 3.001 Admission Standards for First Time in College Student Applicants by the full board at the June 12th meeting. University Regulations which are about Admissions are
considered select regulations and are not effective until approved by the Board of Governors. If approved by the Board of Trustees and the Board of Governors, these changes will be effective upon approval by the BOG.

Motion by: Trustee Hough
Seconded by: Trustee Terry
Motion passed unanimously.

2. **Amendment to UWF Regulation 3.017, Release of Student Educational Records** was presented by Ann Dziadon.

The proposed amendments update the regulation’s current definition of student educational records to comport with federal law by deleting applicant records from the definition (applicant records will remain confidential under Florida law); update the directory information “opt out” provision as an all-or-none designation to conform with current university technology; and provide a fuller description of how and when university employees may access and disclose student data in the course of performing administrative responsibilities.

A motion was made to recommend approval of the amendments of UWF Regulation 3.017 Release of Student Educational Records by the full board at the June 12th meeting. These changes will be effective immediately following the Board’s approval.

Motion by: Trustee Terry
Seconded by: Trustee Hough
Motion passed unanimously.

3. **Amendment to UWF Regulation 3.030, Academic Misconduct Policy** presented by Dr. Gentry McCreary.

The proposed amendments to UWF Regulation 3.030 make changes to the section of the regulation governing the constitution of the Academic Misconduct Committee resulting from the reorganization of UWF’s three colleges into four colleges, including changing the names of the colleges and increasing the number of Academic Misconduct Committee members from 15 to 20.

The proposed amendments also make students who are currently under investigation for a different instance of academic misconduct ineligible for informal resolution of the current academic misconduct charge. Such allegations shall be handled through the formal resolution process.

A motion was made to recommend approval of the Amendments of UWF Regulation 3.030 Academic Misconduct Policy by the full board at the June 12th meeting. The
proposed changes are being made to accommodate for academic reorganization and to address a loophole in the current policy. This policy change will go into effect immediately upon approval by the UWF Board of Trustees and the Board of Governors.

Motion by: Trustee Hough
Seconded by: Trustee Terry
Motion passed unanimously.

4. **Granting of Tenure** was presented by Provost Martha Saunders.

The University of West Florida Board of Trustees tenure approval procedure contemplates that the Board of Trustees award tenure based on the President’s recommendation. The University's current collective bargaining agreement with the faculty also requires that tenure be awarded by the Board following the specified process. The procedure reads as follows:

**BOT Tenure Approval Process**

- **The UWF BOT considers all nominations for tenure at its (June) meeting. Tenure nominations as a condition of employment will be considered as needed.**
- **The University President submits to the BOT a list of those faculty nominated for tenure for approval by the BOT. The President’s transmittal certifies that each nominee has met the requirements necessary to be granted tenure and will continue to contribute to the University. Any request for tenure as a condition of employment also includes a statement justifying the special circumstances including a brief summary of the nominee’s academic credentials.**

Seven individuals were nominated for tenure having fulfilled all necessary requirements. These faculty members were nominated for approval in accordance with the requirements of the tenure approval procedure. This recommendation constitutes the President’s certification concerning the nominee in accordance therewith.

A motion was made to recommend the full Board grant tenure – effective August 8, 2014, for the following faculty: College of Arts and Sciences, 1. Jane Caffrey, 2. Jason Ortegren, 3. Lisa VanWormer; College of Business, 4. Kevin Krieger; College of Professional Studies, 5. Nancy Hastings, 6. Susan Jans-Thomas, 7. Lakshmi Prayaga

Motion by: Trustee Terry
Seconded by: Trustee Hough
Motion passed unanimously.

**Information Items:**

1. **Awarding of Presidential Medal of Honor to Mrs. Ann Beleau** was presented by Dr. Brendan Kelly.
2. **UWF Diversity Plan 2014-2017** was presented by Chief Diversity Officer Dr. Kim LeDuff.

3. **Division of Academic Affairs Update** was given by Dr. Martha Saunders.

4. **Recognition of Florida Public Archaeology Network as a UWF Institute/Center** was presented by Dr. Richard Podemski and Dr. William Lees.

With no further Academic Affairs items to discuss, Chair Jones adjourned the meeting at 2:49 p.m.

Respectfully submitted,
Becky Luntsford, recording secretary