Minutes
Academic Affairs Committee Meeting
UWF Board of Trustees
February 14, 2019

Committee Chair, Trustee Adrianne Collins called the meeting to order at 11:40 a.m.

Trustees Adrianne Collins, David Ramsey and Jill Singer were in attendance.

Other trustees in attendance: Dick Baker, Greg Britton, Dave Cleveland, Bob Jones, Suzanne Lewis, Brandon Malone, Mort O’Sullivan and Bob Sires.

Trustees Alonzie Scott and Jill Singer joined by telephone.

Others attending:
Dr. George Ellenberg, Provost and Senior Vice President; Dr. Pam Northrup, VP, Innovation and Strategic Research; Ms. Pam Langham, General Counsel; Mr. Howard Reddy, VP, University Advancement; Dr. Kim LeDuff, VP Academic Engagement; Dr. Kimberly McCorkle, Vice Provost; Ms. Betsy Bowers, VP, Finance & Administration; Ms. Janice Gilley, Associate Vice President, External Affairs; Dr. Melinda Bowers, Director, Facilities Operations & Emerald Coast Campus; Dr. Tim O’Keefe, Dean COB; Dr. Steve Brown, Dean CASSH; Dr. William Crawley, Dean CEPS; Dr. Jaromy Kuhl, Dean MMCSE; Dr. Matthew Schwartz, Dr. Brandon Frye, Dean of Students; Dr. Ed Ranelli, CEO, BEI; Mr. Rob Overton, Executive Director, Historic Trust; Police Chief Marc Cossich; Dr. Denise Seabert, Dean, College of Health; Ms. Michele Manassah, Director Health and Wellness; Ms. Megan Gonzalez, Executive Director, University Communications; Ms. Angie Jones, Director, Procurement and Contract Services; Mr. Vito Hite, Chief Audit Executive, Internal Auditing & Management Consulting; Ms. Cynthia Talbert, Internal Auditor III; Mr. Matt Packard, Compliance Officer, Internal Auditing; Mr. Dan Lucas, CFO, UWF Foundation; Mr. Dave Scott, Athletics Director; Mr. Neil McMillion, Director Housing and Residence Life; Mr. Brice Griffin, Assistant Director, Residence Life; Mr. Matt Marshall, Director University Commons; Ms. Tiffany Nisewonger, Executive Assistant, Finance & Administration; Ms. Angela Wallace, Director, Finance & Administration; Ms. Elizabeth Mrachek, PCard Auditor, Internal Auditing & Management Consulting; Ms. Colleen Asmus, University Controller; Mr. Jeff Djerlek, Assistant Controller; Dr. Jim Hurd, Senior Associate VP Student Affairs Administration; Mr. Ross Dahlstrom, Network Engineer; Mr. Chuck Bell, Telecommunications; Mr. Chase Green, BOT IT; Mr. Cody Thurber, BOT IT; Mr. Eric Ingerman, Sound Engineer; Ms. Kat Zatapkova, BOT Student Assistant and Ms. Becky Luntsford, Recording Secretary.
CHAIR’S GREETING

Chair Collins welcomed all those present and explained there were three action items on the agenda.

UWF Vice Provost Dr. Kimberly McCorkle presented all three action items.

ACTION ITEMS

1. Request to Offer a New Degree Program – Bachelor of Science in Instructional Design and Technology (BS in IDT).

The University of West Florida (UWF) proposes to offer the Bachelor of Science in Instructional Design and Technology (BS in IDT) degree program in CIP Code 13.0501, a STEM discipline, effective Fall 2019.

The BS in IDT is an undergraduate degree program consisting of 120 semester credit hours that will be housed in the Department of Instructional Design and Technology within the College of Education and Professional Studies (CEPS). The proposed BS in IDT program is currently operating as a specialization in the BS in Career and Technical Education (CIP Code 13.1320) degree program. Repositioning this degree program from a specialization to a stand-alone BS in IDT will make the program more visible to students seeking this degree and more effectively communicate the education and training graduates of the program will receive to potential employers. The BS in IDT will be offered in a fully online format.

UWF’s proposed BS in IDT program will prepare graduates for positions in training and development across a variety of sectors including education, industry, government and military, and healthcare. In addition, the proposed BS in IDT will address a gap identified by the IDT faculty through industry research. IDT has traditionally been taught at the graduate level however in recent years there has been a significant increase in the number of entry level job openings in the field that require Bachelor’s degrees. Institutions of higher education have not yet responded effectively to this shift in market demand. Very few institutions offer BS degrees in the field and even fewer offer this degree program online. UWF will be the first SUS institution in the state of Florida to offer a BS in IDT.

The U.S. Bureau of Labor Statistics predicts over 20% growth in jobs related to instructional design through 2026. In addition, the Florida Department of Economic Opportunity projects 27% growth in jobs related to instructional design in the state of Florida through 2025 with an average annual salary ranging from $55,800- $58,610 depending upon the classification. A recent search of job sites yielded active postings in the state of Florida for instructional
designers with a BS degree with numerous employers including Humana, Spirit Airlines, Oracle, General Dynamics IT, Cox Communications, Florida International University, and Ellucian.

The addition of the BS in IDT degree program at UWF will provide clear benefits to the university and the local community:

- Offer entry into an educational pathway that prepares students for long-term career growth.
- Allow the university to respond to local, regional, and state workforce needs.
- Increase enrollment and degree production in a STEM field with strong growth.

Implementation Plan:

- The CAVP approved the BS in Instructional Design and Technology on September 28, 2018.
- The UWF Faculty Senate approved the curriculum on November 9, 2018.
- The UWF Board of Trustees Academic Affairs Committee considers the Request to Offer New Degree Program February 14, 2019.
- The UWF Board of Trustees considers the Request to Offer New Degree Program March 20, 2019.
- Notification to Florida Board of Governors March 2019.
- Notification to SACSCOC of Substantive Change March 2019.
- New degree program implemented Fall 2019.

Chair Collins asked for a motion recommending the full Board, at its March 20, 2019 meeting, Approve the Request to Offer a New Degree Program – Bachelor of Science in Instructional Design and Technology as presented.

Motion by: Trustee David Ramsey
Seconded by: Trustee Jill Singer
Motion passed unanimously.

2. Request to Offer a New Degree Program – Master of Science in Cybersecurity (MS in Cybersecurity).

The University of West Florida (UWF) proposes to offer the Master of Science in Cybersecurity degree program in CIP Code 11.1003, a STEM discipline, effective Fall 2019.

The MS in Cybersecurity is a master’s level degree program consisting of 30 semester credit hours beyond a bachelor’s degree. The program will be housed in the Department of Computer Science within the Hal Marcus College of Science and Engineering (HMCSE). The proposed MS in Cybersecurity degree program began as a specialization in the Master of Science in Information
Technology in CIP Code 11.0103. The need for the stand-alone MS in Cybersecurity is demonstrated by strong enrollment in the current specialization, student demand for graduate degrees in the field, input from the Computer Science Industrial Advisory Board as well as a critical local, regional, and statewide need for employees with a master’s degree in Cybersecurity.

UWF’s addition of the MS in Cybersecurity degree program will meet local, state, and national needs for cybersecurity personnel. The U.S. Bureau of Labor Statistics predicts a 28% growth in jobs for this field nationally through 2026. The Florida Department of Economic Opportunity projects 20% growth in jobs for this field statewide through 2025. Graduates from the degree program will work in a variety of key infrastructure industries such as banking and financial institutions, government and military information services and telecommunications, energy, transportation, and healthcare.

Cybersecurity programs, at both the undergraduate and graduate level, have experienced strong growth due to local demand for qualified employees as well as UWF’s designation as a Center for Academic Excellence in Cybersecurity by the Department of Homeland Security and the National Security Agency. Enrollment projections for the MS in Cybersecurity degree program are strong as the degree program will be offered fully online and will offer foundational coursework for students entering the program from fields other than computer science or computer engineering.

The addition of the MS in Cybersecurity degree program at UWF will provide clear benefits to the university and the local community including:

- Provide a path to a graduate degree the high-paying and high-demand field of cybersecurity.
- Allow the university to respond to local, regional, and state workforce needs.
- Provide more research and collaboration opportunities in an area of national concern.

Implementation Plan:

- The CAVP approved the MS in Cybersecurity on September 28, 2018.
- The UWF Faculty Senate approved the curriculum on December 17, 2018.
- The UWF Board of Trustees Academic Affairs Committee considers the Request to Offer New Degree Program February 14, 2019.
- The UWF Board of Trustees considers the Request to Offer New Degree Program March 20, 2019.
- Notification to Florida Board of Governors March 2019.
- Notification to SACSCOC of Substantive Change March 2019.
- New degree program implemented Fall 2019.
Chair Collins asked for a motion recommending the full Board, at its March 20, 2019 meeting, Approve the Request to Offer a New Degree Program – Master of Science in Cybersecurity as presented.

Motion by: Trustee David Ramsey
Seconded by: Trustee Jill Singer
Motion passed unanimously.

3. Request to Offer a New Degree Program – Master of Science in Engineering.

The University of West Florida (UWF) proposes to offer the Master of Science in Engineering (MSE) degree program in CIP Code 14.0101, a STEM discipline, effective Fall 2019.

The MSE is a graduate level degree program consisting of 30 semester credit hours beyond a bachelor’s degree. The program will be a collaboration between the Department of Electrical and Computer Engineering (ECE) and the Department of Mechanical Engineering (ME). It will be housed in the ECE department within the Hal Marcus College of Science and Engineering (HMCSE).

Engineering is one of the fastest growing academic disciplines at UWF. Enrollment in undergraduate engineering programs has increased by 148% with 272 students enrolled in fall 2008 to 674 students enrolled in fall 2018. High enrollment numbers are due in part to the high median salary for engineers of $93,808 in the local area. The addition of the MSE degree program will meet local, state, and national needs for trained engineers with graduate degrees. According to the U.S. Bureau of labor Statistics, the Crestview - Fort Walton Beach - Destin area has one of the highest concentrations of engineering jobs in the nation. In addition, the Florida Department of Economic Opportunity projects 11% growth in engineering jobs in the state of Florida between 2016-2024. Graduates from the degree program will work in a variety of high-technology industries such as renewable energy, power grid protection, robotics, autonomous vehicles, advanced manufacturing, defense, and transportation.

The local community has consistently requested that UWF expand its engineering offerings at both the undergraduate and graduate levels. According to a recent survey of graduates of UWF’s engineering programs, there is strong interest in a master’s level engineering program at UWF. The proposed MSE degree program will be offered through a blend of face-to-face, synchronous distance learning, and online delivery at both the Pensacola and Fort Walton Beach sites. The ECE and ME departments have extensive experience in delivering coursework in these formats and have the necessary ability and experience to deliver the proposed new degree program in the same formats.
The addition of the MSE degree program at UWF will provide clear benefits to the university and the local community including:

- Complement the existing Electrical and Computer Engineering and Mechanical Engineering programs.
- Allow the university to respond to regional workforce needs.
- Provide residents an educational pathway to an advanced degree in engineering for jobs that earn an average annual salary in excess of $100,000.

Implementation Plan:

- The CAVP approved UWF’s proposal to offer the MS in Engineering on April 14, 2017.
- The UWF Faculty Senate approved the curriculum on December 17, 2018.
- The UWF Board of Trustees Academic Affairs Committee considers the Request to Offer New Degree Program February 14, 2019.
- The UWF Board of Trustees considers the Request to Offer New Degree Program March 20, 2019.
- Notification to Florida Board of Governors March 2019.
- Notification to SACSCOC of Substantive Change March 2019.
- New degree program implemented Fall 2019.

Chair Collins asked for a motion recommending the full Board, at its March 20, 2019 meeting, Approve the Request to Offer a New Degree Program – Master of Science in Engineering as presented.

Motion by: Trustee David Ramsey
Seconded by: Trustee Jill Singer
Motion passed unanimously.

**ADJOURNMENT**

With no further Academic Affairs Committee items to discuss, the meeting was adjourned at 11:55 p.m.

Respectfully submitted,
Becky Luntsford, Assistant Corporate Secretary