

**UWF Special Board of Trustees Meeting**  
**UWF Conference Center**  
**May 25, 2017**

**FULL BOARD**

**I. CLOSED SESSION**

The Board of Trustees held a Closed Session from 9:08 a.m. – 9:50 a.m.

**II. CALL MEETING TO ORDER/ROLL CALL**

Chair O’Sullivan called the full Board meeting to order at 10:08 a.m.

Becky Luntsford called roll with the following trustees present as noted here. Mort O’Sullivan; Dick Baker; Lewis Bear, Jr.; Greg Britton; Dave Cleveland; Ted Fox; Bob Jones; Suzanne Lewis; LuTimothy May; Jay Patel; Kishane Patel and Bob Sires.

Others attending:

Dr. Martha Saunders, President; Dr. George Ellenberg, Interim Provost; Dr. Steve Cunningham, VP Administrative Services; Dr. Pam Northrup, VP, Innovation and Strategic Research; Dr. Kevin Bailey, Vice President Student Affairs; Dr. Meredith Brunen, Interim Vice President University Advancement; Ms. Anita Schonberger, Deputy General Counsel; Dr. Jay Clune, Interim Vice Provost; Dr. Michael Huggins, Dean CSEH; Dr. Tim O’Keefe, Dean COB; Dr. Ed Ranelli, Faculty Emeritus; Dr. William Crawley, Dean CEPS; Dr. Steve Brown, Dean CASSH; Dr. Ermalynn Kiehl, Dean College of Health; Dr. Bob Dugan, Dean University Libraries; Dr. Kim LeDuff, Dean/AVP of University College; Dr. Brandon Frye, Dean of Students; Ms. Colleen Asmus, AVP Financial Services; Ms. Betsy Bowers, Internal Auditing & Compliance; Dr. Joffery Gaymon, AVP Enrollment Management; Dr. David Ramsey, Associate Professor, Government; Ms. Megan Gonzalez, Executive Director, University Communications; Dr. Melinda Bowers, Director, Emerald Coast Campus; Ms. Jamie Sprague, Associate Director, Human Resources; Dr. Jim Hurd, SVP Student Affairs; Dr. Ruth Davison, Director Housing & Residence Life; Ms. Rachel Blakesley, Asst Director, Residence Life; Dr. Mica Harrell, Director, Wellness Services; Ms. Lauren Loeffler, Director, Career Services; Ms. Robin Zimmerman, Assoc. Dean of Students; Dr. Jim Arruda, Psychology; Ms. Kelley Brundage, University Registrar; Dr. Rebecca Kennedy, Director, Health & Wellness Services; Mr. Pat Crawford, Director, WUWF Public Media; Mr. Zach Jenkins, Director, HAAS Center; Ms. Amy Newburn, Asst Director, HAAS Center; Ms. Allison Romer, Economic Development Coordinator, HAAS Center; Dr. Karen Rasmussen, Asst Provost, Innovation Institute; Mr. Chris Middleton, Director of Strategic Innovation; Innovation Institute; Mr. Andrew Romer, Senior Executive Specialist, Governmental Relations; Mr. Christian Garman, Storylab Outreach Manager, Innovation Institute; Ms. Cynthia Talbert, Internal Auditor III; Ms. Lauren Alidor, Administrative Specialist, Internal

Auditing; Mr. Matt Packard, Compliance Officer, Internal Auditing; Mr. Dan Bevil, Internal Auditor II; Mr. Dan Lucas, CFO, UWF Foundation; Mr. John Warren, Chief of Police; Dr. Mark Roltsch, Asst. VP Research; Ms. Karen Rentz, Director, Title IX Programs; Mr. Chip Chism, Parking & Transportation Services Director; Dr. Jenae Burkart, Faculty Technology Support Specialist, ITS; Mr. Chuck Bell, Telecommunications Specialist, ITS; Mr. Peter Robinson, Director, Environmental Health & Safety; Dr. Vannee Cao-Nguyen, Director, SDRC; Dr. Claudia Stanny, Director, CUTLA; Ms. Sandra Thompson, Director, ITS; Ms. Melanie Haveard, Exec Director and CTO, ITS; Mr. Ross Dahlstrom, Network Engineer; Ms. Carol Britton, Special Assistant to the President; Dr. Bill Healey, Director, Recreation & Sports Services; Mr. Jeff Schmitt, Associate Director, Recreation & Sports Services; Ms. Jenny Hamilton, Coordinator, SGA; Ms. Angie Jones, Director, Procurement; Mr. William Coleman, Lead Classroom Technology Engineer, ITS and Ms. Becky Luntsford, Recording Secretary.

### **III. CHAIR'S REMARKS**

Chair O'Sullivan thanked everyone for attending the meeting. He welcomed the newest member of the Board, Kishane Patel.

Kishan was elected as UWF's Student Government Association's President on April 14, 2017. He is entering his senior year as a political science major and plans to attend law school after graduating from UWF. The week before the BOT meeting, Kishane was elected chair of the Florida Student Association. That appointment automatically grants Kishane a seat on the Board of Governors.

Chair O'Sullivan congratulated Vice Chair Dave Cleveland and Trustees Greg Britton, Jay Patel and Robert Sires on their appointment confirmations by the Florida Senate. Their terms continue until January 1, 2021.

### **IV. PUBLIC COMMENT**

Chair O'Sullivan reminded those present that time has been set aside on the agenda to allow public comment on matters coming before the Board. He instructed anyone wanting to speak to complete a *Request to Address the UWF Board of Trustees* form as required. The forms were available on a table in the rear of the room and should be provided to the Board of Trustees' recording secretary, Becky Luntsford. No requests were submitted.

### **V. ACTION ITEMS**

- 1. Approval of 2017-2018 Update to the University of West Florida Work Plan** was presented by Dr. Martha Saunders.

In response to Board of Governors Regulation 2.002, the University of West Florida (UWF) Board of Trustees is required to submit annual updates to the University Work Plan for

consideration by the Board of Governors. The work plan is designed to “outline the university’s top priorities, strategic directions, and specific actions and financial plans for achieving those priorities, as well as performance expectations and outcomes on institution and system-wide goals.” The Board of Governors has indicated that each university’s work plan should “reflect the institution’s distinctive mission and focus on core institutional strengths within the context of State University System goals and regional and statewide needs.”

Similar to previous updates, the 2017-2018 Update to the UWF Work Plan is organized around three concepts: (1) academic quality, (2) operational efficiency, and (3) return on investment. The update includes information related to strategy (mission, vision, strengths and opportunities, and key initiatives and investments), key performance indicators, and operations (fiscal information, enrollment planning, and academic program coordination). The update also includes information regarding UWF’s performance on ten performance-based funding metrics, as well as related goals for the coming years. Key components of the plan will be presented at the Board of Governors meeting scheduled for June 21, 2017 at the University of South Florida, Tampa.

Chair O’Sullivan asked the Board for a motion to approve the 2017-2018 Update to the University of West Florida Work Plan.

Motion by:	Trustee Lewis Bear, Jr.
Seconded by:	Trustee Bob Jones
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Ted Fox	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee LuTimothy May	Aye
Trustee Jay Patel	Aye
Trustee Kishane Patel	Aye
Trustee Bob Sires	Aye

**2. Approval of Amendment to University Policy BOT-08.02-05/14 Policy Concerning Naming Opportunities** was presented by Dr. Meredith Brunen, Interim Vice President for University Advancement.

It is the intention of the University of West Florida to honor and recognize outstanding support of the University through the naming of facilities, scholarship, fellowships, and other funds that support the mission of the University. Naming recognition may be extended to individuals, families or appropriate organizations. Accordingly, the Board of Trustees for the University of

West Florida has adopted this policy to set forth guidelines for naming opportunities for the University.

UWF Advancement and the UWF Foundation follow the Policy Concerning Naming Opportunities, last approved by UWF Board of Trustees December 2013, amended and signed by President Bense May 2014. As the University and Division of University Advancement continues to build momentum during its 50<sup>th</sup> Anniversary Campaign and embraces Sea Change, the current Policy Concerning Naming Opportunities is limiting in terms of recognition and stewardship for our benefactors.

The proposed amendment to the Policy Concerning Naming Opportunities will reflect a more donor-centric process in terms of recognitions and stewardship while protecting the University's interests. General Counsel reviewed and approved the proposed amendment on May 8, 2017.

Chair O'Sullivan asked for a motion to Approve the Amendment to University Policy BOT-08.02-05/14 Policy Concerning Naming Opportunities as presented.

Motion by:	Trustee Jay Patel
Seconded by:	Trustee LuTimothy May
Chair Mort O'Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Ted Fox	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee LuTimothy May	Aye
Trustee Jay Patel	Aye
Trustee Kishane Patel	Aye
Trustee Bob Sires	Aye

**3. Approval of Resolution in Recognition of Distinguished Service (2017.3)** was presented by Chair Mort O'Sullivan to Dr. Kevin Bailey, Vice President Student Affairs.

Today's meeting offers the Board an opportunity to recognize and commend an outstanding individual for going above and beyond to serve the University of West Florida.

Chair O'Sullivan asked for a motion to approve Resolution 2017.3 in Recognition of Vice President Kevin Bailey's Distinguished Service to the University of West Florida as presented.

Motion by:	Trustee Kishane Patel
Seconded by:	Trustee LuTimothy May
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Ted Fox	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee LuTimothy May	Aye
Trustee Jay Patel	Aye
Trustee Kishane Patel	Aye
Trustee Bob Sires	Aye

**VI. INFORMATION ITEMS**

- 1. UWF 2017-2022 Strategic Plan Update.** Dr. Martha Saunders presented this update to the Board.
- 2. Legislative Update.** Andrew Romer, Executive Specialist, Governmental Relations provided this update.
- 3. Metric 10 – Board of Trustees Choice Metric.** Dr. George Ellenberg presented this item.
- 4. 2017 BOG Trustee Summit Update.** Chair Mort O’Sullivan explained that BOG Chair Tom Kuntz has asked SUS BOTs to suggest topics for this year’s upcoming Trustee Summit. Trustee Suzanne Lewis suggested the topic of Deferred Maintenance of University Facilities and Buildings.
- 5. Update on BOT Chair Appointments to Direct Support Organizations (DSOs) Boards per Senate Bill 374.** Chair Mort O’Sullivan explained that if the Governor signs this bill, effective July 1, SUS BOT Chairs will be directed to make appointments to DSO Boards and the executive committees of the DSO Boards. Currently, UWF trustees are serving on all UWF DSO boards and all but two executive committees of the DSO boards.

**VII. OTHER BUSINESS**

None

The meeting adjourned at 11:11 a.m.

Respectfully submitted,  
Becky Luntsford, recording secretary