

**Minutes**

**UWF Board of Trustees Meeting**

**UWF Conference Center, Bldg. 22**

**University of West Florida**

**June 15, 2016**

The meeting of the UWF Board of Trustees was called to order at 9:01 a.m. by Chair Lewis Bear, Jr.

**APPROVAL OF MINUTES BY COMMITTEES**

Chair Bear welcomed everyone and called on each committee chair to convene his/her committee for adoption of their minutes.

**Audit and Compliance Committee:** Dick Baker, Audit and Compliance Committee Chair called the meeting to order and asked for a motion to approve their August 17, 2016 minutes.

Motion by: Trustee Bob Jones

Seconded by: Trustee Greg Britton

Motion carried.

**Finance, Facilities & Operations Committee:** Mort O’Sullivan, Finance and Facilities Committee Chair called the meeting to order and asked for a motion to approve their August 17, 2016 minutes.

Motion by: Trustee Dave Cleveland

Seconded by: Trustee Suzanne Lewis

Motion carried.

**Academic Affairs Committee:** Bentina Terry, Academic Affairs Committee Chair called the meeting to order and asked for a motion to approve their August 17, 2016 minutes.

Motion by: Trustee Ted Fox

Seconded by: Trustee Robert Sires

Motion carried.

**Student Affairs Committee:** Jay Patel, Student Affairs Committee chair called the meeting to order and asked for a motion to approve their August 17, 2016 minutes.

Motion by: Trustee Jake Hebert

Seconded by: Trustee Jay Patel

Motion carried.

## **FULL BOARD**

Chair Bear called the full Board meeting to order at 9:13 a.m.

Becky Luntsford called roll with the following trustees present as noted here. Lewis Bear, Jr.; Dick Baker; Greg Britton; Dave Cleveland; Ted Fox; Jake Hebert; Bob Jones; Suzanne Lewis; Mort O'Sullivan; Jay Patel; and Bentina Terry. Trustee Bob Sires participated by conference call. Trustee LuTimothy May was absent.

Others attending:

Dr. Judy Bense, President; Dr. Martha Saunders, Provost & EVP for Academic Affairs; Dr. Steve Cunningham, VP Administrative Services; Ms. Pat Lott, General Counsel; Ms. Janice Gilley, AVP, Government & Community Relations; Dr. George Ellenberg, Vice Provost; Dr. Jay Clune, AVP Dean Graduate School; Dr. Michael Huggins, Dean CSEH; Dr. Tim O'Keefe, Dean COB; Dr. Rick Harper, AVP Office of Economic Development & Engagement; Dr. Ed Ranelli, Faculty Emeritus; Dr. Steve Crawley, Dean CEPS; Dr. Steve Brown, Dean CASSH; Dr. Erma Lynn 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; Mr. Jeffrey Djerlek, Assoc. Controller; Dr. Jim Barnett, AVP Facilities Development & Ops; Dr. Joffery Gaymon, AVP Enrollment Management; Dr. Michael White, Director, Institutional Effectiveness; Ms. Martha Lee Blodgett, AVP of Advancement; Ms. Megan Gonzalez, Executive Director, University Communications; Mr. Dan Lucas, CFO, UWF Foundation; Mr. John Warren, Chief of Police; Dr. Mark Roltsch, Asst. VP Research; Mr. Marc Churchwell, Director, MVRC; Mr. Pat Crawford, Executive Director, WUWF Public Media; Ms. Carol Britton, Communications Liaison, Academic Affairs; Ms. Anita Schonberger, Deputy General Counsel; Ms. Mica Harrell, Director, Wellness Services; Dr. Brice Harris, Asst. VP, OEDE; Ms. Missy Grace, Director, Alumni Relations; Dr. Eman El-Sheikh, Director, Center for Cybersecurity; Ms. Karen Rentz, Director, Title IX Programs; Ms. Lisa Bernau, Asst General Counsel; Ms. Cynthia Talbert, Internal Auditor; Mr. Dan Bevil, Internal Auditor; Mr. Peter Robinson, Director, Environmental Health & Safety; Ms. Robin Zimmern, Assoc Dean, Student Affairs; Ms. Lauren Loeffler, Director, Career Services; Dr. Vannee Cao-Nguyen, Director, SDRC; Mr. Chip Chism, Parking/Transportation Services Director; Ms. Karen Emmons, Athletic Coordinator; Mr. Matt Marshall, Director, University Commons; Dr. Claudia Stanny, Director, CUTLA; Ms. Sandra Thompson, Director, ITS; Ms. Melanie Haveard, Exec Director and CTO, ITS; Mr. Ross Dahlstrom, Network Engineer; Ms. Ellen Till, Director, Business Affairs; Ms. Angie Jones, Director, Procurement; Dr. Pam Northrup, Sr. Assoc. Provost, Innovation Institute; Mr. William Coleman, Lead Classroom Technology Engineer, ITS; Mr. Eric Ingerman, Asst. Director, UCSA; Mr. John Macdonell, Webcast Engineer; Ms. Lindsay Myers, Digital Content Producer, WUWF; and Ms. Becky Luntsford, Recording Secretary.

## 1. CALL TO ORDER AND CHAIR'S REMARKS

Chair Bear welcomed everyone present and offered a special welcome to Trustees Greg Britton, Bob Sires and Jake Hebert to the Board of Trustees.

Chair Bear explained the meeting was being webcasted and he reminded those present that time has been set aside during the meeting to allow public comment on matters coming before the Board. He instructed anyone wanting to speak on an agenda item 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 in advance of the public comment period.

## 2. PRESIDENT'S REPORT

President Bense shared university news and academic kudos with the Board.

- President Bense shared summer enrollment and credit hour numbers with the Board. She explained that currently, fall enrollment is up from last year.
- Dr. Bense explained that the Florida Bright Futures program is going to bring back summer Bright Future funding which will give UWF a boost in future summer enrollment.
- President Bense went on to report that she and the Provost have tasked the senior administrators to devise a plan on how UWF can sustain performance funding.
- She explained that Ms. Elizabeth Jones, a UWF engineering student and a military veteran, is one of only 8 students in the country to receive the Google Student Veterans of American Scholarship of \$10,000 for the 2016-17 academic year. Elizabeth is a veteran of the Marine Corps and a very serious and hardworking student. Her leadership skills were showcased during her service as President of the Student Chapter of the Institute of Electrical and Electronics Engineers. Google partnered with Student Veterans of America to establish this highly-competitive national scholarship program.
- Dr. Bense went on to announce that the National Writing Project Summer Invitational Institute will return to the UWF campus later this month. 11 elementary and 9 middle school teachers will participate in the 3-week program which immerses educators in activities they can share with their own students during the school year. The institute includes education professors in the fields of mathematics, science and social studies who present ideas for writing across multiple disciplines.
- President Bense stated that thanks to the organizing efforts of UWF employee and Public History alumna, Cynthia Catellier, The Palafox Historic District, spanning from Chase to Zaragoza streets and Spring to Tarragona streets in downtown Pensacola, is now listed on the National Register of

Historic Places. The Register is the official list administered through the National Park Service of historic places in the United States deemed worthy of preservation. Cindie is Assistant Director of Institutional Effectiveness at UWF and she began the complex nomination process in 2011 when she was a graduate student in the UWF Public History Master's Program. After receiving her degree in 2012, Cindie continued her pursuit and the Palafox Historic District, which includes 129 properties, now brings the total of National Register properties in downtown Pensacola to nearly 600.

- President Bense noted that UWF's Department of Physics celebrated some major accomplishments at the end of the 2015-16 academic year. 7 UWF physics students traveled to Baltimore to present at the American Physical Society Meeting. One of those students, Josh Dugre, came home with the Outstanding Undergraduate Research Award. UWF was also named a distinguished chapter by the Society of Physics Students national office. Congratulations to all!
- She went on to report that for the 3<sup>rd</sup> year in a row, UWF students have taken their talents abroad through the UWF Irish Experience program, "The Emerald Coast Meets the Emerald Isle." From May 25 to June 23, UWF theatre, music and art students are experiencing the arts and culture of Ireland in this innovative study-abroad program. While in Ireland, theatre students will perform Thornton Wilder's play "Our Town" at the George Bernard Shaw Theatre in Carlow.
- President Bense congratulated Dr. Sara Evans, Assistant Professor in the UWF Department of Criminology and Criminal Justice for being appointed to Gov. Rick Scott's Florida Interagency Coordinating Council for Infants and Toddlers. This statewide council helps to improve the care and efficiency of early intervention services across the state serving families of infants and toddlers who have developmental delays. Dr. Evans' appointment is just one example of the work that UWF faculty engage in to help make our community - and our state - a better place to live.

President Bense gave the Board an update on UWF's Research & Sponsored Programs.

- For the period from 07/01/2015 through 06/10/2016:
  - 136 Proposals were submitted totaling \$32,259,424
  - 76 Awards were received totaling \$13,616,885These awards represent a 5.80% increase over Fiscal Year 2014-15.
- During the FY2015-16, the University has received two new National Science Foundation awards totaling \$944,112 new funding for the University.
- The NSF awarded Dr. Karen Molek, Dr. Erica Taylor, Dr. Michael Huggins, and Dr. Mohamed Khabou \$649,000 for a new project titled "*Enabling Student Success through a Four-Year Seminar Series and S-STEM Scholars*". The award will support UWF STEM students by providing scholarships, research opportunities, and professional development for academically talented, financially disadvantaged students in the fields of science, technology, engineering and mathematics.
- Dr. Matthew Schwartz, Dr. Allison Bureaugard-Schwartz, and Dr. Alan Schrock collaborated on a project titled "GeoScholars at University of West Florida" which resulted in a \$294,000 grant from

the NSF. This grant will provide funding over a 3-year period and the funds will support summer research stipends for students, as well as cover equipment costs to support students' research. Additionally, the funds will provide opportunities for students and faculty to travel to national level geoscience conferences.

President Bense continued her report by giving a UWF Advancement Update.

- As of this month, University Advancement has raised nearly **\$10.9 million dollars** since the beginning of the fiscal year as **Dollars in the Door, exceeding the fundraising goal 288% for the year.**
- Highlights of major gifts committed or received since the last Board of Trustees meeting:
  - Mr. Stanley Schmerken created a 3-million-dollar Charitable Gift Annuity, with a future gift value of \$1.26 million for the Stanley Schmerken Scholars, a need-based scholarship.
  - EPA Gulf of Mexico Program donated \$150,000 in equipment.
  - The Fiesta of Five Flags has made a \$125,000 commitment to fund the lighting and projection exhibit that will transition the front of T.T. Wentworth museum.
  - Jani-King International, Inc. made a sponsorship gift of \$28,500 toward Athletics.
  - Gulf Coast Chapter National Defense Industrial Assoc. made a gift of \$25,000 to establish a Cybersecurity Scholarship Endowment.

Dr. Bense said with that Mr. Chair, I conclude my report.

### **3. RECOGNITIONS**

Chair Bear congratulated Trustee Jake Hebert on being elected chair of The Florida Student Association, a board made up of the twelve student body Presidents from Florida's state universities. As Chair of the FSA, Jake will serve as a voting member of the Florida Board of Governors. Jake is the first UWF representative to serve on the Board of Governors, and UWF is so proud of him. Chair Bear said the Board and the university is looking forward to many great results from Trustee Hebert's work and representation of UWF at the state level.

Provost Martha Saunders invited Dr. Eman El-Sheikh and the members of the Center for Cyber Security to the podium. Provost Saunders recognized these individuals for their contributions and dedication toward achieving the designation by NSA and DHS as a National Center of Academic Excellence in Cyber Defense Education through the academic year 2021-2022. This designation recognizes the quality of UWF's programs and faculty. It puts UWF among only five percent of higher education institutions in the nation and among the company of elite institutions in cybersecurity education.

Dr. El-Sheikh introduced the members of her work team, Prof. Anthony Pinto, Computer Science; Dr. Sikha Bagui, Computer Science; Dr. Thomas Reichherzer, Computer Science; Dr. Dallas Snider,

Computer Science; Dr. Ezhil Kalaimannan, Computer Science; Dr. Randy Reid, Management and MIS; Mr. Geissler Golding, Information Technology Services; and Ms. Julie White, Center for Cybersecurity.

Dr. El-Sheikh thanked the Provost's Office, Cybersecurity Steering Committee, Cybersecurity Chairs group, HMCSE and many units and faculty for their support and contributions. She explained this was a team effort and she appreciated all the support toward achieving this prestigious national recognition for UWF.

Vice President Kevin Bailey invited Dave Scott to the podium. Dave introduced UWF student, J. T. Granat. J. T. is an All-South Region, All-Gulf South Conference and Dean's List member of the UWF Baseball team. J. T. spoke on his experiences and perspective of being a student-athlete at UWF.

Following J. T.'s remarks, Dave Scott presented the Gulf South Conference All Women's, All Men's, and All Sports Trophies awarded to UWF for the 2015-2016 season. Mr. Scott explained that UWF made history, becoming the first-ever member to claim all three trophies in the same season. He added that this is the fifth time UWF has claimed the All Women's and All Men's Trophies, the most by a school in Gulf South Conference history.

#### **4. APPROVAL OF MINUTES**

Chair Bear reminded the trustees they had been given the opportunity ahead of time, to review the minutes of the March 24, 2016 and March 28, 2016 Board of Trustees meetings. He asked for a motion to approve both sets of minutes if there were no changes or corrections.

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

Motion passed unanimously.

#### **5. COMMITTEE REPORTS**

## **Audit and Compliance Committee – Dick Baker, Chair**

The Audit & Compliance Committee met on May 19. The committee had four action items and one information item presented.

### **Action Items**

**1. Approval of the University of West Florida Annual Financial Report for 2014-2015** This item was presented by Ms. Colleen Asmus, Associate Vice President for Finance.

On March 21, 2016, the State of Florida Auditor General released the report on the audit of the financial statements of the University of West Florida for the fiscal year ended June 30, 2015. The audit disclosed that the basic financial statements of the University of West Florida were presented fairly and in accordance with prescribed financial reporting standards. The audit did not identify any deficiencies in internal control over financial reporting that the Auditor General considers to be material weaknesses.

The results of the tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards issued by the Comptroller General of the United States.

**2. Approval of Internal Auditing PCard Audit Report Quarter 3 (January 2016 – March 2016)** presented by Ms. Betsy Bowers, Associate Vice President, Internal Auditing.

During the 3<sup>rd</sup> quarter, (11) departments encompassing 43 cardholders were examined on a sample basis. Files were well organized, staff was well trained in PCard procedures; and there was strong separation of duties.

Common findings were: department heads failing to review and sign monthly reconciliations; monthly reconciliations were performed untimely; and requests for sales tax refunds did not always occur.

**3. Approval of the UWF Internal Auditing Report: Housing Safety and Security 15/16 – 005** presented by Betsy Bowers.

More than 1,800 students live on campus in (8) residence halls. This audit's objective was to ascertain the internal controls over the physical safety of students and UWF staff living in the residence halls and security over residence facilities. Housing and Residence Life staffs work closely with UWF Police, Environmental Health & Safety and other professionals to provide the safest environment possible. Relevant training is provided each semester and refreshers are provided throughout the academic year to Residence Life staff, parents and students.

A notable strength was identified - Housing and Residence Life management has developed an array of procedures manuals, checklists, slide presentations, and websites for use by Residence Life staff and all materials appear to be reviewed and updated regularly.

The audit included (5) recommendations:

1. Going forward Housing and Residence Life should be vigilant in developing policies and procedures to ensure that all contractors who enter residence halls have been properly vetted for criminal backgrounds or are escorted by Housing Staff.
2. Student Affairs should take steps to identify available funding that could be committed to the needed repairs on Village East and Village West apartment doors.
3. Housing and Residence Life and the Nautilus Card Office should collaborate to identify a more secure method for communicating authorized changes in door accesses.
4. Housing should develop a log to document all activities related to safety equipment testing and inspection, and use this information to ensure that all deficiencies are corrected without delay.
5. Housing management should work to identify a method of imparting safety and security information to all residents, and retain documentation of such.

**4. Approval of 2016/17 – 2017/18 Work Plan for UWF Internal Auditing & Compliance** presented by Betsy Bowers.

To comply with the International Standards for the Practice of Internal Auditing, a two-year proposed Work Plan for IAC was developed. The work plan is a living document and may be revisited at any point during the fiscal year and modified accordingly.

The work plan proposal includes:

- Conducting 8 internal audits:  
Performance Based Funding Metrics; The Confucius Institute; The College of Education & Professional Studies Departmental Audit; Faculty Led Trips – Group Travel; Mobile/Portable Devices – Information Security; Market Rate Tuition; Research & Sponsored Programs; and Quality Assurance Review - Self Assessment
- Conducting various management advisory (consulting) services
- Follow-up of Federal, State and internal audit findings
- Continued participation in the Risk & Compliance Council and the evaluation of rules, regulations, policies and procedures; and
- Enhance and grow the Compliance function for UWF.

## **Information Item**

**1. Internal Auditing Update** was presented by Betsy Bowers.

Ms. Bowers provided the Committee with an overview of activities that included the status of audits in process; compliance operations and advisory/consulting activities.

## **Finance, Facilities & Operations Committee – Mort O’Sullivan, Chair**

The Finance & Facilities Committee met on May 19 and had six action items and three information items presented.

### **Action Items**

**1. Approval of Scenic Hills Lease for Purposes of UWF BOT Real Property Policy** was presented by Dr. Steven Cunningham, Vice President of UWF Finance and Administration.

Following the recommendations of a workgroup led by Trustee Suzanne Lewis, UWF BEI and University staff engaged in a competitive selection process to identify a long-term partner for leasing or other long-term management and operations of the Scenic Hills Golf Course, Club, and Grille.

The BEI Board authorized Vice President Cunningham to proceed with negotiations to complete the agreement and contract with Integrity Golf Company; and execute a final lease agreement with Integrity, subject to approval of the leasing of the property by the Board of Trustees.

Dr. Cunningham explained that he has reviewed the transaction for consistency with the requirements of the BOT Real Property Policy and he advised the committee on the status of the lease negotiations.

Chair O’Sullivan announced to the Board that since the committee meeting, Dr. Cunningham had spoken to him and explained these discussions are not complete and there is more work to be done on this item.

**2. UWF REG 4.008 Tuition and Fees, Fines and Penalties** was presented by Ms. Colleen Asmus, Associate Vice President for Finance and University Controller.

The proposed changes to this regulation include:

- No changes in Tuition or Mandatory Fees are proposed this year by the University;
- The reference to “Masters of Accountancy in the Graduate Market Rate Tuition” section is being deleted, because that program has not been established;

- In the “Other Fees Section”, language is being omitted to reflect that the 10% collection charge for overdue accounts will begin upon delinquency, rather than after 30 days of delinquency;
- And the “Third Time Repeat Fee”, which is set by the Board of Governors, is decreasing from \$177.94 to \$177.57.

If these changes are approved by the Board of Trustees today, UWF REG 4.008 will be sent to the BOG for approval. This regulation is a *select* regulation and it cannot go into effect until it is approved by the BOG.

**3. UWF REG 5.001 Parking and Traffic Control** was presented by Dr. Steve Cunningham, Ms. Ellen Till, Director of Business and Auxiliary Services, and Mr. Chip Chism, Director of Parking and Transportation Services.

In 2012, a request to raise the price of parking permits by 20% per year for five consecutive years was approved by the Board of Trustees and went into effect in Fall 2012/13. The justification for the increase was based on the anticipated needs of constructing parking garages, adding surface lots, parking lots and improvements of crosswalks and signage. 4 of the 5 years of increases have been implemented.

Those needs have not all come to fruition and a university analysis found the need for the final 20% increase is not necessary to meet UWF’s current and future parking needs. The current rate for parking permits will meet normal and expected expenses; and will continue to provide reserve funds for future capital parking projects.

**4. Approval of FY2017/2018 – 2021/2022 Fixed Capital Outlay Plan** was presented by Dr. Steve Cunningham.

The Board approved the FY2016/2017 - 2020/2021 Amended Five Year Plan for Educational and General (E&G) buildings during the December 10, 2015 meeting.

The Board of Governors obtains a proposed project list from each SUS university and presents the list to the Legislature and Governor, along with requests from state colleges and public schools. The Legislature then determines which projects are funded.

Project funding is obtained from the Public Education Capital Outlay (PECO) fund. PECO-eligible projects are commensurate with the most recent Campus Master Plan, adopted by the Board on June 14, 2012.

Dr. Cunningham went over the key points and recommended changes for the PECO Plan, as compared to the Amended Five Year Plan presented to the Board in 2015. He explained that some reordering of

projects has occurred based on UWF's academic priorities and the University Commons project has been taken off the current list.

Dr. Cunningham explained the Capital Improvement Trust Fund (CITF) project list has been approved by the Student Life and Services Committee. This committee approved specification of the University Park Building to be the highest priority and to be partially funded from the FY2016/2017 appropriation.

**5. Approval to Rescind the Online Material and Supply Fee for Biology** was presented by Vice Provost George Ellenberg.

At March 24<sup>th</sup> Board of Trustees meeting, the Board approved a material and supply fee in excess of the presently allowed materials and supply fee cap of \$48 to facilitate the expansion of a face-to-face course in Anatomy and Physiology I.

Following receipt of additional information and concerns from the Board of Governors, the BOT Executive Committee met on March 28<sup>th</sup> and voted to direct staff not to implement the higher materials and supply fee.

The online lab was not offered over the summer and the subject materials and supplies fee have not been implemented. This recommended action by the Board will document the record on the issue.

**6. Approval of Acceptance of Historic Building Housing the Pensacola Museum of Art as a Real Estate Gift** was presented by Dr. Brendan Kelly, Vice President of University Advancement and President, UWF Foundation.

Over the past year, UWF has engaged the Pensacola Museum of Art Board in a conversation about the museum becoming part of UWF. The result of this collaborative conversation was a "Plan of Donation" that gifted all the assets of the PMA to UWF to make it a unit of the UWF Historic Trust.

The gifting process includes 3 classes of assets (cash and securities, permanent art collection, and real estate).

The *UWF Foundation, Inc., Gift Acceptance Policy for Real Estate and/or Real property* states, "UWF Board of Trustee approval is required for a gift, purchase or sale of real property having a value greater than \$1,000,000."

Ownership and official operation as a unit of the University of West Florida will be effective July 1, 2016.

Dr. Kelly answered thoughtful questions regarding the property and the museum's current art collection, appraised value, insurance, liability and maintenance concerns.

Chair Bear explained that the museum's collection includes restricted and non-restricted gifts and this opportunity will allow UWF to be in the art collection and art education business. He reminded Dr. Kelly and the committee that the Pensacola Museum of Art is an AMA-accredited museum, which is a great thing, but the accreditation is coming due soon.

Also, Chair Bear declared his family's history with the museum and his service as a former PMA board member and, currently, as an honorary Board member.

Trustee Bentina Terry offered Gulf Power's services to assess any energy or air circulation issues associated with the historic property.

### **Information Items**

**1. FY 2015-16 3<sup>rd</sup> Quarter Operating Budget Summary** – was presented by Ms. Colleen Asmus, Associate VP for Finance.

Ms. Asmus presented the Budget Summary to our committee and explained the budget-to-actual results for each fund group. She also presented a Life-to-Date Capital Budget.

**2. University Park Facility Update** was presented by Dr. Steve Cunningham.

Dr. Cunningham explained that, as the university has moved through the planning process, the building has now been broken down into different components.

The first floor will be allocated to providing the basic needs for the football program including a weight training facility, offices and a locker room.

Dr. Cunningham explained that, Provost Saunders and Dr. Ermalynn Kiehl, Dean of UWF's College of Health are currently in negotiations with Florida State University Medical School in hopes of locating their Physicians Assistant (PA) program on the UWF campus in this facility. This plan will place the FSU medical school and UWF College of Health offices and shared classrooms in the facility.

**3. House Bills 7019 and 7029** PowerPoint Presentation was made by Dr. George Ellenberg. Dr. Ellenberg's presentation explained the requirements of these two House Bills and how they relate to UWF.

House Bill 7019 states specific Cost of Textbooks and Instructional Materials & BOG Reporting Requirements.

Dr. Ellenberg explained that UWF and the campus (Follett) bookstore staffs are working together to offer innovative pricing techniques and payment options to our students and provide the required reporting to BOG on this issue.

Some of the innovative options currently in place here at UWF include:

- Textbook Rentals offered by Follett @ the UWF Bookstore;
- Price Matching offered by Follett;
- UWF's 21<sup>st</sup> Century Scholars Borrow-a-Book Program;
- UWF's Library Textbook Program (a copy of every textbook is housed); and
- UWF's Staff Senate Employee Textbook Scholarship Program

House Bill 7029 requires the following of our Board of Trustees:

- University Boards of Trustees will select their chair and vice chair from the appointed members;
- The Chair of each BOT is to notify the Governor or the BOG whenever a board member has (3) consecutive unexcused absences from regular board meetings in any fiscal year;
- The BOT is required to keep and within (2) weeks after board meetings, to post detailed minutes for all meetings on the university's website, including the vote history and attendance of each trustee.

In accordance with these requirements, our Asst Corporate Secretary, Becky Luntsford, will continue to keep accurate records of BOT attendance and post BOT minutes in a timely manner.

Beginning with today's Board meeting, Becky will begin including the vote history of all actions of the UWF BOT.

If a vote is not unanimous, we will recite on the record those who say "Nay" and the minutes will reflect each Board member's vote for each action item brought before the Board of Trustees from this point forward.

### **Academic Affairs Committee – Bentina Terry, Chair**

The Academic Affairs Committee met on May 19. They had two action items and three information items presented.

#### **Action Items**

**1. Tenure Approval** was presented by Provost Martha Saunders.

Dr. Saunders reported that nine 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.

From the College of Arts, Social Sciences and Humanities

Ramie Gougeon, Assistant Professor	Anthropology
Brian Hood, Assistant Professor	Philosophy
David Ramsey, Assistant Professor	Government

From the College of Business

Justin Davis, Assistant Professor	Management and MIS
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From the College of Health

Lisa Blalock, Assistant Professor	Psychology
Justice Mbizo, Assistant Professor	Public Health, Clinical & Health Sciences
Valerie Morganson, Assistant Professor	Psychology

From the Hal Marcus College of Science and Engineering

Karen Molek, Assistant Professor	Chemistry
Thomas Reichherzer, Assistant Professor	Computer Science

**2. Approval of Requests to Offer (3) New Degree Programs for Fall 2016 Implementation – Master of Science in Geographic Information Science; Master of Healthcare Administration; and Master of Science in Information Technology** was presented by Vice Provost George Ellenberg.

Dr. Ellenberg explained that UWF proposes to offer (3) new degree programs effective Fall 2016.

The Master of Science in Geographic Information Science Administration degree program will prepare students for 1) careers in federal, state, county, local and private agencies, including management and administration; 2) careers in public or private GIS research and analysis; 3) teaching positions at community and state colleges; and/or 4) continued education at the doctoral level.

The Master of Healthcare Administration degree program will prepare qualified individuals for various administrative and leadership positions in the healthcare industry. The program's instruction embraces ethical conduct and professionalism, diversity and inclusion, practitioner involvement, and team-based learning.

The Master of Science in Information Technology degree program will give working information technology professionals, as well as traditional students, the skills and knowledge needed for career development and enhancement. Graduates from the MS in Information Technology degree program may continue their education by pursuing a Ph.D. in a variety of information technology related fields, such as computer science.

## **Information Items**

**1. Instructional Site Closures of the REEF and Eglin Air Force Base** was presented by Dr. Michael White, Director of Institutional Effectiveness.

Dr. White provided the committee with an update explaining that as of July 1, 2015, the Florida Research Engineering Education Facility (REEF) instructional site was closed, however, degree programs previously offered there (BS Computer Engineering and BS Electrical Engineering) continue to be offered at the Northwest Florida State College/UWF campus.

Dr. White explained that UWF's instructional site located at the Education & Training Center on Eglin Air Force Base was closed as of March 14, 2016. The degree programs that were offered at that site (MBA and Master of Social Work) continue to be offered at the NWFSC/UWF Emerald Coast campus.

**2. The Center for Research and Economic Opportunity Update** was presented by Dr. Rick Harper, Associate Vice President and Executive Director, CREO

Dr. Harper provided an update on The Center for Research and Economic Opportunity. CREO is dedicated to the intellectual and economic growth of Northwest Florida. Founded in 2015, CREO works to enhance university research, create economic opportunity and strengthen ties between UWF and the community.

**3. House Bills 7019 and 7029.** This presentation was made by Vice Provost, Dr. George Ellenberg at the Finance, Facilities and Operations Committee meeting. He asked if there were any additional questions regarding his presentation. There were none.

## **Student Affairs Committee – Jay Patel, Chair**

The Student Affairs Committee met on May 19 and had one action item and three information items.

### **Action Item**

**1. Approval of Revision to UWF REG 3.010 Student Code of Conduct** was presented by Dr. Brandon Frye, Assistant Vice President and Dean of Students.

Per policy, REG-3.010 *Student Code of Conduct* shall be reviewed at minimum, every (3) years under the direction of the Vice President for Student Affairs by a committee composed of at least 50% students appointed by the student body president.

Dr. Kevin Bailey, Vice President for Student Affairs, assigned Dr. Brandon Frye, as the chair of the Student Code of Conduct review committee and appointed/approved a committee comprised of faculty, staff and students.

The committee met over a period of several months to update and revise the *Student Code of Conduct*. During the process the committee reviewed best practices related to student conduct codes, and recommended revisions to the regulation set forth in the supporting documentation provided.

### **Information Items**

**1. Housing and Residence Life Update** was presented by Dr. Jim Hurd, Senior Associate Vice President for Student Affairs.

Dr. Hurd provided the committee with an update on housing occupancy, operating budget, facility issues and initiatives, and residential programming.

**2. Spring 2015 National College Health Assessment Data** was presented by Ms. Mica Harrell, Director of UWF Wellness Services.

Ms. Harrell explained that Wellness Services conducts the National College Health Assessment with UWF Students every other spring semester. The health assessment provides broad information on the UWF student population as it relates to physical health, mental health, substance use, violence, safety, and sexual health.

This data is used to prioritize health and wellness resources and services as it relates to treatment and prevention. Ms. Harrell explained the strategies used by Wellness Services to address prioritized student health needs. The next assessment will be conducted in Spring, 2017.

**3. Career Services and Student Health Center Program Review** was presented by Dr. Sarah Luczyk, Director, Student Affairs Planning & Assessment. Dr. Luczyk provided the committee with a PowerPoint presentation highlighting the most recent program reviews for Career Services and the Student Health Center. All departments within the Division of Student Affairs participate in a program review every (5) years.

### **Presidential Search Update – Mort O’Sullivan, Chair**

Chair O’Sullivan introduced the UWF Presidential Prospectus, which includes information on the University of West Florida and the Presidential Leadership Statement, Position Profile [Description], and information that is being used in all UWF Presidential Search Advertisements to the Board. He explained this document and the information within were approved by the Presidential Search Committee on April 25, 2016.

Chair O’Sullivan thanked Megan Gonzalez, Executive Director of University Communications, for her direction in designing this beautiful publication and Garrett Walton, former UWF Trustee and Chair of

the Presidential Position Profile Subcommittee, for his steadfast leadership in the development of its contents. Chair O'Sullivan went on to report that Garrett and the members of his subcommittee were fully committed to carrying out their responsibilities. They went above and beyond the charge placed before them by reaching out to UWF Board members; Search Committee members; campus constituencies (UWF faculty, staff, students, and alumni); and members of our community and using the feedback and input gathered to develop a leadership statement and position profile that defines UWF's strengths, weaknesses, challenges and opportunities. He added that the results of the Presidential Position Profile Subcommittee's hard work has defined the attributes UWF is seeking in candidates applying to become our next president and will help the Search Committee and the Board of Trustees in the selection of UWF's new president.

Chair O'Sullivan reported that the position has been advertised in higher education publications and websites identified by UWF's Human Resources Office and Greenwood/Asher & Associates. The deadline for applications is August 15<sup>th</sup>. Applications are to be submitted directly to Greenwood/Asher. The search firm's contact information is on the last page of the Presidential Prospectus and on the [uwf.edu/presidentialexecutive](http://uwf.edu/presidentialexecutive) website.

Chair O'Sullivan stated that Greenwood/Asher provided the Search Committee with the first search update on May 25<sup>th</sup>. At that meeting, Greenwood/Asher Principal Consultant, Ms. Julie Holley, explained that interest level with potential candidates has continued to rise. She said the feedback they have received regarding UWF and the opportunities presented here have been overwhelmingly positive. Many positive comments have been made on UWF's student-centered focus and entrepreneurial spirit. She added that UWF's desire to become an emerging preeminent university is another positive recruitment tool.

Ms. Holley explained to the Search Committee that Greenwood/Asher's recruitment outreach has been focused on sitting presidents, chancellors, provosts, vice presidents for research, sitting deans of complex colleges and candidates within UWF's peer and aspirant institutions and Carnegie institutions. They have also reached out to non-traditional [academic] prospects as well. She reminded the Search Committee that UWF is in the earliest stages of the search and because of the Sunshine Law, many prospects will not become candidates until closer to the August 15<sup>th</sup> deadline, which is not uncommon.

Chair O'Sullivan announced that the next two search updates will occur on June 23 and July 22. He reminded the Board that all search committee meetings are publicly noticed and are open to the public. He encouraged trustees to participate in the search committee meetings.

Chair O'Sullivan stated that Greenwood/Asher has asked that any inquiries regarding the search to be deferred to him as Chair of the Search Committee and official spokesperson to the search, so that a consistent message goes out regarding the UWF Presidential Search. Greenwood/Asher has explained

that candidates are doing their own 'due diligence' as they consider applying for the position and if candidates see articles in the media about the UWF Presidential Search, it may affect their decision on whether or not to apply or be considered as a candidate.

Chair O'Sullivan explained that a revised timeline has been provided to the trustees. A few changes were made to the remaining dates on the timeline. The Search Committee will be bringing in candidates identified on the short-list to Pensacola for the first round of interviews on August 29 & 30<sup>th</sup>. The final candidates' on-campus interviews will be held September 12, 13 & 14<sup>th</sup>.

Chair O'Sullivan asked the trustees to place these dates on their calendars. He reminded the Board that it is the responsibility of the Board of Trustees to meet with the final candidates during the interviews. Interview times and schedules will be finalized as we get closer to September and trustees will be kept informed along the way.

In summation, Chair O'Sullivan stated that on September 15, the Search Committee will convene to prepare their recommendation of (3) unranked candidates for consideration by the Board. He requested that Chairman Bear convene the full board on September 15 so Chair O'Sullivan may present the candidates to the Board and the Board will select UWF's new President.

### **3. PUBLIC COMMENT**

Chair Bear asked Becky Luntsford if anyone had submitted a request to address the Board. Ms. Luntsford had received no requests.

### **4. CONSENT AGENDA ITEMS FOR APPROVAL**

Chair Bear noted there were thirteen items on the consent agenda. Trustees may pull any individual item from the consent agenda below for further review, if they desire. However, each item was fully discussed during the committee meetings and all of the recommendations of the committees reflect the proposed action provided with the agenda backup documentation.

Chair Bear asked if there were any requests to pull any consent agenda items for further discussion.

Trustee Bob Jones asked to pull *Item G. Approval of Amendment to UWF REG 5.001 Parking and Registration* for further discussion.

Vice President Steve Cunningham asked to pull *Item E. Approval of Scenic Hills Lease for Purposes of UWF BOT Real Property Policy* for further work and finalization of the agreement.

Chair Bear asked for a motion that the Board approve and adopt the recommendations of the Executive; Audit & Compliance; Finance, Facilities and Operations; Academic Affairs; and Student

Affairs Committees made during their meetings with respect to the matters set forth on the consent agenda with the omission of Consent Agenda Items E and G.

- A. Acceptance of UWF Annual Financial Report for 2014-2015
- B. Approval of Internal Auditing PCard Audit Reports – 3<sup>rd</sup> Quarter (January 2016 – March 2016)
- C. Approval of Internal Auditing Report Issued: Housing Safety & Security
- D. Approval of Internal Audit Work Plan 2016/17 and 2017/18
- E. Approval of Scenic Hills Lease for Purposes of UWF BOT Real Property Policy
- F. Approval of Amendment to UWF REG 4.008 *Tuition & Fees, Fines & Penalties*
- G. Approval of Amendment to UWF REG 5.001 *Parking and Registration*
- H. Approval of FY2017/2018 – 2012/2022 Fixed Capital Outlay Plan
- I. Rescind Online Material and Supply Fee for Biology
- J. Approval of Acceptance of Historic Building Housing the Pensacola Museum of Art
- K. Tenure Approval
- L. Approval of Requests to Offer Three New Degree Programs for Fall 2016  
Implementation: Master of Science in Geographic Information Science; Master of Healthcare Administration; Master of Science in Information Technology
- M. Approval of Revision to UWF REG 3.010 *Student Code of Conduct*

Motion by: Trustee Jake Hebert

Seconded by: Trustee Ted Fox

Chair Lewis Bear, Jr. Aye

Vice Chair Mort O’Sullivan Aye

Trustee Dick Baker Aye

Trustee Greg Britton Aye

Trustee Dave Cleveland Aye

Trustee Ted Fox Aye

Trustee Jake Hebert Aye

Trustee Bob Jones Aye

Trustee Suzanne Lewis Aye

Trustee Jay Patel Aye

Trustee Bob Sires Aye

Trustee Bentina Terry Aye

Motion passed unanimously.

Chair Bear called on Trustee Jones to discuss Item G. *Approval of Amendment to UWF REG 5.001 Parking and Registration.*

Trustee Jones stated that in 2011, when Mr. Altier proposed the parking and registration increases, the philosophy was what the market will bear. He added that the Board looked at five years and a 20% increase each year. He went on to say that at the same time the Board also increased the transportation access fee from \$3.00/credit hour to \$8.00/credit hour, which is a 266% increase.

Trustee Jones remarked that when the proposal was originally presented, there were a lot of issues discussed: a \$39M parking garage; roads that may be built in the future; transportation between the campus and Pensacola; and other means of moving students. He stated that he did not believe the Board looked at the proposal as closely as it should have. He continued by saying if one does the math on bond financing, no matter what the parking fee was increased to the university could not have financed a \$39M parking garage. He went on to state that when the Board increased the fee last year, the fee was basically increased to 73% more than it was in 2011, and when the Board increased the fee this year, it was increased 107% higher. Trustee Jones added that UWF needs a transportation reserve fund to cover the expenses of the transportation system because the university cannot fund substantial improvements on a year-to-year basis. He stated that in the last couple years, the university has used over \$1M of the transportation reserve fund, the student benefit is limited and the return to that fund, if at all, will take many years. Trustee Jones acknowledged the recommendation of the committee is on the table to suspend or delete the 2016-2017 increase of 20%, however, he asked to amend the proposal to roll back the fee to the 2014-2015 level. He stated that is still 73% higher than it was in 2011 and it will provide money for the reserve and for the operating expenses. He said he believed that action would show that the Board is interested in trying to limit the costs to UWF students.

He went on to state that he could come up with good reasons to spend any amount of money we want to raise for basically any purpose, however, he said that since the motion to adopt the committee's recommendation is not on the floor, I would like to make the motion to adopt the committee's recommendation with the addition of a roll back to the 2014-2015 parking fee schedule.

General Counsel Pat Lott stated that what Trustee Jones has just recommended is not something that has been advertised for consideration by the Board. She went on to explain that regulations, according to law, need to be advertised on the UWF website for at least two weeks prior to adoption. She added that the regulation that had been advertised was the one recommended by the committee, forgoing the fee increase for this upcoming fiscal year.

Trustee Mort O'Sullivan said that he would vote against Trustee Jones' motion and he urged other members of the Board to do so as well. He stated that not just for the reason Ms. Lott pointed out, but also for the fact that if that if the revenue is removed without the Board knowing the full impact of that action is not prudent at this time. He remarked that Trustee Jones' idea bears merit and should be closely examined. Trustee O'Sullivan requested that if the motion is defeated, the Board should direct

staff to come back to the next Board meeting with complete information on the impact of this proposal.

Trustee Dave Cleveland asked when the fees go into effect.  
Dr. Cunningham stated the fees become effective July 1, 2016.

Ms. Lott clarified that the fee has been scheduled for implementation since 2012. Without a vote to forego that step, the fees will continue to increase. What has been recommended by the committee and advertised is to reduce the scheduled fees by 20%.

Trustee Jones stated that he believes the Board understood his intent. He stated appreciation for Trustee O’Sullivan’s remarks and added that he was willing to withdraw his motion if it is understood that at the next Finance, Facilities & Operations Committee meeting, this issue is discussed further.

Trustee Jake Hebert stated that he shared the same intent as Trustee Jones. He requested the Board take a closer look at the university’s future finances and this important issue.

Trustee Jay Patel asked if since the recommendation came from the BEI Board, would the recommendation need to go back to the BEI Board before being sent to the BOT Finance, Facilities & Operations Committee.

Dr. Cunningham stated that it would.

Chair Bear asked Trustee Jones if he has withdrawn his motion.

Trustee Jones said, “Yes.”

Chair Bear asked Trustee Hebert if he has withdrawn his second.

Trustee Hebert said, “Yes.”

Chair Bear referred Trustee Jones’ recommendation back to the BEI Board. He added that the Board of Trustees are requesting information on what the fees are being used for, how they are accounted for, and the plan for transportation funds for the next couple years.

Chair Bear asked for a motion to Approve the Amendment to UWF REG 5.001 Parking and Registration.

Motion by:	Jake Hebert
Seconded by:	Bentina Terry
Chair Lewis Bear, Jr.	Aye
Vice Chair Mort O’Sullivan	Aye
Trustee Dick Baker	Aye
Trustee Greg Britton	Aye

Trustee Dave Cleveland      Aye  
 Trustee Ted Fox                Aye  
 Trustee Jake Hebert          Aye  
 Trustee Bob Jones            Aye  
 Trustee Suzanne Lewis       Aye  
 Trustee Jay Patel              Aye  
 Trustee Bob Sires              Aye  
 Trustee Bentina Terry        Aye  
 Motion passed unanimously.

Chair Bear referred Item E. *Scenic Hills Lease for Purposes of UWF BOT Real Property Policy* back to university staff for conclusion and he requested that Dr. Cunningham report back to the Board on this item at the next BOT meeting.

**8. ACTION ITEMS**

**1. Approval of Amendment of UWF Board of Trustees Bylaws** was presented by General Counsel, Pat Lott.

Chair Bear asked for a motion to Approve the Amendment of the UWF Board of Trustees Bylaws to reflect changes made by House Bill 7029 as presented.

Motion by:                        Trustee Mort O’Sullivan  
 Seconded by:                    Trustee Jay Patel  
 Chair Lewis Bear, Jr.          Aye  
 Vice Chair Mort O’Sullivan    Aye  
 Trustee Dick Baker              Aye  
 Trustee Greg Britton            Aye  
 Trustee Dave Cleveland        Aye  
 Trustee Ted Fox                  Aye  
 Trustee Jake Hebert            Aye  
 Trustee Bob Jones              Aye  
 Trustee Suzanne Lewis        Aye  
 Trustee Jay Patel                Aye  
 Trustee Bob Sires                Aye  
 Trustee Bentina Terry        Aye  
 Motion passed unanimously.

**2. Approval of Revisions to Business Enterprises, Incorporated Bylaws** was presented by General Counsel, Pat Lott.

Chair Bear asked for a motion to Approve the Revision to the UWF Business Enterprises, Incorporated Bylaws to Reflect Addition of Student Government Representative to the BEI Board.

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

Motion passed unanimously.

**3. Approval of 2016 University Work Plan** was presented by Dr. Michael White, Director of Institutional Effectiveness.

Chair Bear asked for a motion to Approve the 2016-2017 Update to the University of West Florida Work Plan for Submission to the Board of Governors.

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

Trustee Bentina Terry           Aye

Motion passed unanimously.

**4.       Approval of Estimated Fiscal Year 2016-2017 Operating Budget** was presented by Ms. Colleen Asmus, Associate Vice President for Finance. At the end of her report, Ms. Asmus asked if there were any questions.

Trustee Jones asked for clarification on beginning year and ending year balances. Ms. Asmus explained how estimated expenses are paid out of current year funds and she explained carry forward funds.

Trustee Jones requested that Ms. Asmus point out to the Board all budget changes throughout the year that may impact the current budget situation and what has changed.

Ms. Asmus agreed to do so.

Trustee Cleveland requested that in quarterly BOT updates, to keep the Board updated on the carry forward line item and the nature of all expenditures. He requested staff indicate if the expenses are one-time expenditures or recurring so the Board can plan accordingly for the forthcoming year.

Chair Bear asked for a motion to Approve the Estimated Operating Budget for the fiscal year ending June 30, 2017 for both appropriated and non-appropriated funds and authorize the President to make subsequent changes to the budget as needed, including the changes between the estimated budget and the budget to be submitted to the Florida Board of Governors by August 2016, and other changes during the fiscal year.

Motion by:                           Trustee Dave Cleveland

Seconded by:                       Trustee Suzanne Lewis

Chair Lewis Bear, Jr.           Aye

Vice Chair Mort O’Sullivan   Aye

Trustee Dick Baker             Aye

Trustee Greg Britton          Aye

Trustee Dave Cleveland       Aye

Trustee Ted Fox                 Aye

Trustee Jake Hebert           Aye

Trustee Bob Jones             Aye

Trustee Suzanne Lewis        Aye

Trustee Jay Patel              Aye

Trustee Bob Sires              Aye

Trustee Bentina Terry         Aye

Motion passed unanimously.

**5. Approval of 2017-2018 Legislative Budget Requests** was presented by Provost Martha Saunders.

Chair Bear asked for a motion to Approve the 2017-2018 Legislative Budget Requests presented [Student Success; Strategic Academic Programs in STEM and Economic Development – Ph.D. in Intelligent Systems and Robotics; Strategic Academic Programs in STEM and Economic Development – B.S. in Civil Engineering; Alice Hall/Robinson Farmstead Historic Preservation and Educational Site; and Advanced Manufacturing Design Studio] to be submitted to the Board of Governors by August 1, 2016.

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

Motion passed unanimously.

Trustee O’Sullivan asked if the third legislative request for Building 58 is included in the Legislative Budget Requests or does it go through a separate channel.

Janice Gilley explained that the Building 58 project is included the Capital Improvement Plan for 2017-18 which has already been improved by the Board.

Trustee Cleveland asked Provost Saunders if the Board could receive more insight on the Student Success Initiatives such as *DegreeWorks*, the *College Scheduler* tool, and the *Supplemental Instruction Program* and specifically the impact these initiatives have on UWF’s performance funding.

Provost Saunders said her team would be happy to present those to the Board and they will have those ready for the next Academic Affairs Committee meeting.

**6. Approval of Resolutions in Recognition of Service** was presented by Chair Bear.

Chair Bear asked General Counsel, Pat Lott, to read aloud the resolutions in recognition of service to Trustees Susan K. O'Connor, Garrett W. Walton, and Daniel L. Mc Burney.

Chair Bear explained that the resolutions would be presented later that evening at the UWF Boards Appreciation Dinner. He added that these individuals have loyally served the students, staff and faculty on the UWF Board of Trustees and although their terms of appointments have ended, the Board commends these three outstanding individuals for going above and beyond o serve the University of West Florida.

Chair Bear asked for a motion to Approve BOT Resolution 2016-3 in Recognition of Service for Trustee Susan K. O'Connor; BOT Resolution 2016-4 in Recognition of Service for Trustee Garrett W. Walton; and BOT Resolution 2016-5 in Recognition of Service for Trustee Daniel L. McBurney.

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

Motion passed unanimously.

The Resolutions are attached to the minutes.

**9. INFORMATION ITEMS**

1. **Presidential Search Update.** Presidential Search Committee Chair, Mort O'Sullivan provided his committee report and update earlier on the agenda.

2. **UWF Emerging Preeminence Program Update.** Provost Martha Saunders made a keynote presentation on UWF's plan to achieve Emerging Preeminent University status as defined by the legislature and Board of Governors.

3. **Graduation Plan and Student Success Campaign.** Dr. Joffery Gaymon, Associate Vice President for Enrollment Affairs gave a presentation to the Board explaining that in 2014, the Provost and Executive Vice President appointed a Graduation Taskforce, charged with the goal of developing recommendations that will improve the graduation rate.

Dr. Gaymon explained, through her presentation, that the Task Force advocates for a cultural shift, and rather than emphasizing the six-year graduation rate, UWF students are encouraged to graduate in four years. The Taskforce developed the Comprehensive Graduation Plan in 2015. Through this plan, the University is establishing goals that would significantly increase the completion rates for FTIC students. To achieve these goals, student year-to-year persistence at UWF must improve substantially. This plan focuses critically on the early college experience, and supplying students with tools that help them progress.

4. **Football Program Update** was provided by Mr. Dave Scott, Director of UWF Athletics. The University of West Florida Football program will begin its inaugural year of football on September 3, 2016 at Ave Maria University in Ave Maria, FL. The process to begin football began in 2009 with an Athletics' Visioning Committee. Mr. Scott made a presentation showing where UWF began and where UWF is today in regards to the football program and the upcoming inaugural season.

## 10. OTHER BUSINESS

1. **ADDITIONAL ACTION ITEM: University Park – Combined Athletic and Academic Facility.** Vice President Steve Cunningham made a presentation to the Board recommending the Board approve a plan to construct University Park Building to incorporate Intercollegiate Athletics and College of Health Facilities along with the regional FSU Medical School, including approval of the Interinstitutional Agreement in substantially the form attached hereto for purposes of UWF Real Property Policy, BOT – 10.01-03/13.

Dr. Cunningham, in his capacity of Vice President of UWF Finance and Administration, has reviewed the transaction for consistency with the requirements of the Real Property Policy and was pleased to recommend approval of this plan.

Dr. Cunningham's presentation explained that concluding a broad based discussion spanning the last three fiscal years, UWF has prepared the proposed plan for constructing a building to include athletic facilities necessary to facilitate the UWF football program and our growing College of Health. Many different sources of funds have been identified as available for construction of the facility as shown on the attached plan. The building concept plan and budget of \$6,846,142 was established by Caldwell Associates & Childers

Construction.

FSU Medical School has agreed to make an upfront payment of \$1.6 million for the privilege of leasing approximately half of the second floor of the building for a term of 32 years. Dr. Cunningham went on to explain that housing the Medical School at UWF will provide for a wide range of synergies as the College of Health implements expanding offerings in connection with the Doctor of Physical Therapy, the Doctor of Nursing, and the Physician's Assistant programs.

The Board is requested to approve the Fixed Capital Outlay plan allocating \$1,082,521 of CITF funds for the project. Dr. Cunningham explained that based on conversations with BOG staff, it is expected that this plan will be approved by the BOG this fall and the funds will be available thereafter. With the identification of these fund sources and the approval by staff of the Board of Governors for this creative approach to financing the building with no bonding requirements, the university is pleased to present a plan that will complete this much needed project.

It is anticipated that the payment from FSU will be received prior to June 30, 2016 and that CITF funds will be received by fall, 2016. The remainder of the funds are presently available. Contract negotiations for the building will proceed immediately with the goal of having the building online by December, 2017.

Funding for maintenance and operation of the first floor of the new building have been identified in the Athletics budget. Because the second floor will constitute academic space, it is expected that PO&M funds will be available for the second floor operations and maintenance.

Chair Bear asked for a motion to Approve the plan to construct the University Park Building including Intercollegiate Athletics and College of Health facilities along with space leased pursuant to a proposed interinstitutional agreement with Florida State University for location of the Pensacola Regional Medical School.

Motion by:	Trustee Jake Hebert
Seconded by:	Trustee Bentina Terry
Chair Lewis Bear, Jr.	Aye
Vice Chair Mort O'Sullivan	Aye
Trustee Dick Baker	Aye
Trustee Greg Britton	Aye
Trustee Dave Cleveland	Aye
Trustee Ted Fox	Aye
Trustee Jake Hebert	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye

Trustee Jay Patel                      Aye  
Trustee Bob Sires                      Aye  
Trustee Bentina Terry                Aye  
Motion passed unanimously.

**2.        ADDITIONAL INFORMATION ITEM: Request from Trustee Robert Jones Regarding Distance Learning User Fee.** Chair Bear invited Provost Saunders to give a short report on Distance Learning User Fees. Chair Bear stated that he has referred Trustee Jones' request to the Academic Affairs Committee and he requested a more in depth presentation be made at the next committee meeting.

**OTHER ACTIVITIES AND UPCOMING EVENTS**

- June 15, 2016 @ 5:30 p.m. – UWF Boards Appreciation Social & Dinner, Conference Center
- August 15, 2016 – UWF Presidential Search: Application Deadline
- August 17, 2016 @ 9:00 a.m. - UWF BOT Committee Meetings, UWF Conference Center
- August 19, 2016, 3:30 – 4:45 p.m. – UWF New Student Convocation, UWF Field House
- September 12, 13, 14, 2016, Times TBD – UWF Presidential Search: On-Campus Interviews
- September 15, 2016, Time TBD – UWF Presidential Search: Special UWF BOT Meeting to select new President, UWF Alumni Room, Bldg. 12
- September 30, 2016 @ 9:00 a.m - UWF BOT Meeting, UWF Conference Center
- November 18, 2016 @ 9:00 a.m – UWF BOT Committee Meetings, UWF Conference Center
- December 8, 2016 @ 9:00 a.m – UWF BOT Meeting, UWF Conference Center
- December 8, 2016 @ 5:30 p.m – UWF Boards Holiday Reception, Location TBD
- December 10, 2016 @ 10:00 a.m. & 2:00 p.m. - UWF Fall Commencement, Pensacola Bay Center

Chair Bear stated if there was no further business to come before the Board, the meeting was adjourned.

The meeting adjourned at 12:56 a.m.

Respectfully submitted,  
Becky Luntsford, recording secretary