

Minutes

UWF Board of Trustees Meeting

UWF Conference Center

June 19, 2019

The meeting of the UWF Board of Trustees was called to order at 9:02 a.m. by Chair Mort O'Sullivan.

APPROVAL OF MINUTES BY COMMITTEES

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

Academic Affairs Committee: Adrienne Collins, Academic Affairs Committee Chair called the meeting to order and asked for a motion to approve their May 15, 2019 minutes.

Motion by: Trustee Adrienne Collins

Seconded by: Trustee David Ramsey

Motion carried.

Audit and Compliance Committee: Bob Jones, Audit and Compliance Committee Chair called the meeting to order and asked for a motion to approve their May 15, 2019 minutes.

Motion by: Trustee Dick Baker

Seconded by: Trustee Bob Sires

Motion carried.

Finance, Facilities & Operations Committee: Suzanne Lewis, Finance and Facilities Committee Chair called the meeting to order and asked for a motion to approve their May 15, 2019 minutes.

Motion by: Trustee Lewis Bear, Jr.

Seconded by: Trustee Dave Cleveland

Motion carried.

Student Affairs Committee: Greg Britton, Student Affairs Committee Chair called the meeting to order and asked for a motion to approve their May 15, 2019 minutes.

Motion by: Trustee Zenani D. Johnson

Seconded by: Trustee Greg Britton

Motion carried.

FULL BOARD

1. CALL TO ORDER AND CHAIR'S REMARKS

Chair O'Sullivan called the full Board meeting to order at 9:20 a.m.

Becky Luntsford called roll with the following trustees present as noted here. Dick Baker, Lewis Bear, Jr. Greg Britton, Dave Cleveland, Zenani D. Johnson, Bob Jones, Suzanne Lewis, Mort O'Sullivan, David Ramsey, Alonzie Scott and Bob Sires were present.

Trustees Adrienne Collins and Jill Singer participated by Webex video conferencing and conference call.

Others attending:

Dr. Martha Saunders, President; 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; Mr. Dave Scott, Director Athletics; Ms. Janice Gilley, AVP, External Affairs; Dr. Melinda Bowers, Director, Facilities Operations & Emerald Coast Campus; Dr. Eric Bostwick, Interim Dean COB; Dr. Steve Brown, Dean CASH; Dr. William Crawley, Dean CEPS; Dr. Brandon Frye, Dean of Students; Ms. Colleen Asmus, AVP Financial Services; Ms. Jamie Sprague, Associate Director, Human Resources; Mr. Pat Crawford, Executive Director, WUWF Public Media; Dr. Jim Hurd, AVP Student Affairs; Mr. Vito Hite, AVP Chief Auditing Executive; Mr. Matt Packard, Compliance Officer, Internal Auditing; Mr. Dan Lucas, CFO, UWF Foundation; Ms. Karen Emmons, Coordinator, Athletics; Mr. Christophe Lizen, Associate Director, Institutional Research; Mr. Keith King, Director, Institutional Research; Dr. Matthew Schwartz, Assistant Vice President Research Administration; Mr. Chris Middleton, Director Strategic Innovation; Ms. Missy Grace, Director Alumni Affairs; Mr. Brandon Malone; Dr. Daniel Drost, Assistant Dean, College of Health; Mr. Neil McNeil, Director Housing; Ms. Meredith Jones, Assistant Director University Events; Ms. Angie Jones, Director Procurement; Mr. Rob Overton, Director Historic Trust; Mr. Jeff Djerlek, Assistant Controller; Mr. Andrew Romer, Government Affairs; Dr. Kuiyuan Li, Interim Dean Graduate School; Ms. Sandra Thompson, Director, ITS; Mr. Ross Dahlstrom, Network Engineer; Mr. Chase Green, BOT IT; Mr. Cody Thurber, BOT IT; Mr. Eric Ingerman, Production Director; Mr. John Macdonell, Webcast Director; Mr. Corbin McCoy, Camera Director; Becky Luntsford, Assistant Corporate Secretary to BOT; and Kat Zatopkova, BOT Graduate Assistant.

Chair O'Sullivan welcomed everyone and extended a special welcome to Zenani D. Johnson. Zenani is a UWF senior majoring in Psychology and is the new UWF Student Body President. She was also elected as Chair of the Florida Student Association. Chair O'Sullivan congratulated Trustee Johnson and welcomed her to the Board of Trustees.

Chair O’Sullivan announced that the meeting was being webcasted and time had 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 in advance of the public comment period.

II. STUDENT PRESENTATION

Chair O’Sullivan invited Mr. Dave Scott, UWF Director of Athletics to the podium to introduce one of UWF outstanding coaches and two UWF star student-athletes. Mr. Scott introduced UWF Softball Head Coach, Ms. Ashliegh McLean and Ms. McLean introduced Ms. Rhiannon Sassman and Ms. Rachel Wright, two student-athletes who play softball for UWF and are both Biomedical Sciences majors.

Rhiannon and Rachel made presentations to the Board explaining how UWF has allowed them to live their dreams as star athletes while succeeding in their higher educational endeavors.

Chair O’Sullivan thanked Mr. Scott, Ms. McLean, Rhiannon and Rachel for their remarks and he congratulated Rhiannon and Rachel on all their athletic and academic successes and wished them much success in the future.

Chair O’Sullivan invited Dave Scott back to the podium. Dave presented multiple Gulf South Conference trophies to the Board of Trustees.

The Board gave a standing ovation in support of Mr. Dave Scott and the UWF Athletics Department faculty, staff and students for their outstanding achievements and championships.

Chair O’Sullivan called on Dr. Martha Saunders to give her President’s Report.

III. PRESIDENT’S REPORT

President Saunders’ report included news and information directly correlating to the university’s 2017-2022 Strategic Plan and strategic directions.

Strategic Direction 1 – Learner Centered and Focused

UWF earned the second highest score in the system with 94 points out of 100 in the Board of Governors’ performance based funding model results from the 2018-2019 academic year, setting a University record for highest number of points received.

The UWF robotics team finished second out of 41 teams in the annual Institute of Electrical and Electronics Engineers SoutheastCon hardware competition.

UWF outperformed every team competing from the Florida State University System. The team was comprised of UWF Emerald Coast students Dustin Williams, Andrew Petrovsky and Michael Wagner. Dr. Andreas Fuchs, lecturer for the Department of Electrical and Computer Engineering served as the team mentor.

The Division of Advancement recently hosted the inaugural Endowed Scholarship Luncheon. The event was a special opportunity for donors to meet the students whose lives are being changed by their generosity.

UWF received a \$50,000 gift from UWF alumnus Jeff Weeks to establish the William J. "Bill" Weeks Endowment Scholarship in honor of his father. The scholarship is reserved for first-generation college students majoring in fine arts, performing arts or communications within the College of Arts, Social Sciences and Humanities.

UWF received a \$39,593 donation to the UWF Department of Music in support of the Larry Butler Memorial Music Award. The new funds are a result of a fundraising concert featuring Dean Dillon, held in downtown Pensacola, and the Frank Brown International Songwriters Festival.

President Saunders was awarded the Career Services Champion Award from the National Association of Colleges and Employers for support and forward-thinking leadership in support of career services education.

Strategic Direction 2 – Personnel Investment and Engagement

In addition to her role as vice president for academic engagement and chief diversity officer, Dr. Kim LeDuff now serves as interim vice president for student affairs, admissions and recruitment.

Shelly Blake serves as associate vice president for budgets and operations in the Provost's Office and has agreed to assume responsibility for the primary functions of student financial aid and records, and registration.

Zenani Johnson is the newly inaugurated president for the UWF Student Government Association and the first female African American student body president to be elected. She was recently elected to serve as Chair of the Florida Student Association, an organization representing more than 300,000 students in the State University System and will serve as a voting member of the System's Board of Governors.

Strategic Direction 3 – Academic Programming, Scholarship and Research

President Saunders represented UWF and attended the Jikei Ceremonies in Japan.

President Saunders was invited to attend the National Security Forum in Montgomery, Alabama.

Dr. Judith Bense, President Emeritus, was recently named the 2019 recipient of the Evelyn Fortune Bartlett Award, the most prestigious award presented by the Florida Trust for Historic Preservation.

UWF's Dr. Elizabeth Benchley, Margo Stringfield and Catherine Eddins accepted the Outstanding Achievement Award in the Organizational Achievement category on behalf of the UWF Archaeology Institute. The award recognized their work in preserving two important African-American cemetery sites in Pensacola dating back to the late 19th century.

The Outstanding Achievement Award in the Infill Division went to the UWF Historic Trust Museum Plaza for the master site plan and elements of the Museum Plaza which preserve Pensacola's history downtown and tell the city's story.

UWF employee, Cynthia Catellier received an Honorable Mention award in the Preservation/Education/Media division for her work documenting the iron fencing and gates at St. Michael's Cemetery.

Strategic Direction 4 – Community and Economic Engagement

In conjunction with Mayor Grover Robinson and County Chairman Lumon May, UWF hosted a Gulf Power Executive Leadership Reception. The event welcomed Marlene Santos, new CEO of Gulf Power and her executive leadership team.

UWF hosted an alumni event at the Florida House in DC. While there, university representatives visited with U.S. Senator Rick Scott, U.S. Senator Marco Rubio and Inside Higher Ed staff.

The seventh annual UWF Dance Marathon raised \$55,261.02 in support of Children's Miracle Network Hospitals. All proceeds from UWF's event are donated to Pensacola's Studer Family Children's Hospital at Sacred Heart Hospital.

UWF, in partnership with the National Security Agency and the Department of Homeland Security, hosted the 2019 Centers of Academic Excellence in Cybersecurity Executive Leadership Forum on Pensacola Beach. More than 300 executive leaders in academia, government and industry gathered to collaborate and address the evolving cyber threat landscape.

UWF hosted nine events during its second annual Founders Week including Day of Play at UWF, Argos Bleed Blue and Green Blood Drive, Argo Alumni Stories and the Student Scholars Symposium and Faculty Research Showcase. More than 200 volunteers participated during Argos Day of Service.

UWF hosted its second annual Day of Giving on Thursday, April 18, raising more than \$130,000 from 1,120 donors across the country.

The University doubled the goal number of donors during the 24-hour fundraising initiative.

Currently total giving for this fiscal year is over \$8.2M of new cash, pledges and planned gifts; 59 gifts over \$10,000, not including pledge payments. This is a new record for a fiscal year.

Graduates of the Last Decade, known as GOLD, joined the Alumni Association for an exclusive preview of the “Worn In/Worn Out: Soul of the Shoe - Highlights from the Teri Levin Shoe” exhibit at the Pensacola Museum of Art. More than 60 alumni attended the event.

Strategic Direction 5 – Infrastructure

The UWF Center for Cybersecurity now operates out of a state-of-the-art facility in the downtown Studer Community Institute Building. The new location includes a cyber operations and security training lab, educational security operations center, cyberinfrastructure security lab and cyber innovation area.

Four student-designed works of art have been added to foster even more beauty on campus, engage visitors and students alike, and honor the rich UWF legacy. “Voyage” located in the breezeway between Buildings 20W and 20E; “Ascending Colors” located on a sloping lawn, south of Building 10; “Sound Portal” located in the courtyard area of Building 11; and “Galene’s Waves” located near Building 12.

UWF Secured a contract with a landscape architectural and planning team (Marquis Latimer + Halback, Inc.) to plan and design landscapes and hardscapes in three phases on campus. Concept drawings and renderings estimated to be complete by June 30.

IV. APPROVAL OF MINUTES

Chair O’Sullivan reminded the trustees they had been given the opportunity ahead of time, to review the minutes of the March 20, 2019 Board of Trustees meeting; May 3, 2019 Special Board of Trustees meeting; May 8, 2019 Executive Committee Meeting; and the June 7, 2019 Board of Trustees Retreat. He asked for a motion to approve all four sets of minutes if there were no changes or corrections.

Motion by:	Trustee Lewis Bear, Jr.
Seconded by:	Trustee Dick Baker
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Adrienne Collins	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee Zenani D. Johnson	Aye
Trustee David Ramsey	Aye

Trustee Alonzie Scott Aye
Trustee Jill Singer Aye
Trustee Bob Sires Aye
Motion passed unanimously.

V. COMMITTEE REPORTS

Academic Affairs Committee – Adrienne Collins, Chair

The Academic Affairs Committee met on May 15, 2019. They had four action items and all four items were presented by Dr. Kimberly McCorkle, Vice Provost.

ACTION ITEMS

1. Approval of Request to Offer a New Degree Program – Master of Science in Athletic Training.

Dr. McCorkle explained that this degree program is a master’s level degree program consisting of 54 semester credit hours beyond a bachelor’s degree and will be housed in the Department of Movement Sciences and Health within the Usha Kundu, MD College of Health.

Graduates in the program will be prepared to sit for the Board of Certification exam required to become a Certified Athletic Trainer.

UWF’s MS in Athletic Training degree program will:

- prepare graduates for positions in the high-paying and high-demand field of Athletic Training;
- offer inter-professional research opportunities for students in health fields; and
- allow UWF to respond to local, regional and state workforce needs.

With the necessary approvals, we are hopeful the new degree program can be implemented Summer 2020.

The Committee recommended the full Board approve the Request to Offer a New Degree Program – Master of Science in Athletic Training.

2. Approval of Request to Offer a New Degree Program – Master of Science in Data Science.

Dr. McCorkle explained that this new STEM discipline degree is a master’s level degree program consisting of 30 semester credit hours beyond a bachelor’s degree and will be housed in the Department of Mathematics and Statistics Sciences and Health within the Hal Marcus College of Science and Engineering.

Graduates of UWF's MS in Data Science will find employment in high paying jobs with mean annual wages ranging from \$72,800 to \$85,900 through year 2025.

UWF plans to implement this new degree program in Fall 2019.

The Committee recommended the full Board approve the Request to Offer a New Degree Program – Master of Science in Data Science.

3. Approval of Tenure as a Condition of Employment

The Board of Trustees considers all nominations for tenure at its June meeting. Dr. Hasan Buker, Chair and Associate Professor, Department of Criminology and Criminal Justice, is being considered for tenure. Dr. Buker works within the College of Education and Professional Studies.

The Committee recommended the full Board approve Tenure as a Condition of Employment for Dr. Hasan Buker.

4. Approval of Tenure

Nine individuals have been nominated for tenure having fulfilled all necessary requirements. These nine faculty members were nominated for approval in accordance with the requirements of the tenure approval procedure. Tenure grant will become effective August 8, 2019.

The Committee recommended the full Board approve Tenure for all nine faculty recommended.

Audit & Compliance Committee – Bob Jones, Chair

The Audit & Compliance Committee met on May 15th. The committee had five action items and four information items presented.

ACTION ITEMS

UWF's Chief Audit Executive, Mr. Vito Hite presented the first four action items.

1. Approval of the 2019/2020 Work Plan for UWF Internal Auditing & Management Consulting. To comply with The International Standards for the Practice of Internal Auditing, this work plan was presented. The work plan is a living document and may be revisited at any point during the fiscal year and modified, but the key points proposed by the work plan include:

- Conducting nine internal audits on campus
- Conducting management advisory services on the new travel and expense software (Concur) implementation team
- Follow-up of federal, state and internal audit findings; and

- Continuing participation in the Risk & Compliance Council and the evaluation of rules, regulations, policies and procedures.

The Committee recommends the full Board approve the 2019-2020 Work Plan as presented.

- 2. Acceptance of State of Florida Compliance and Internal Controls over Financial Reporting and Federal Awards for Fiscal Year Ending 2018 Audit Report.** The audit report included the results of the audit of the State of Florida's financial statements with regard to compliance and internal control over financial reporting and their audit for the State's Federal awards programs. The audit pertains to state agencies, universities and community colleges.

UWF had no finding in this audit report.

The Committee recommended the full Board accept the audit report as presented.

- 3. Acceptance of UWF Internal Auditing Reports Issued February – March 2019: Information Technology Data Governance.**

IAMC began fieldwork on the Information Technology Data Governance audit in September 2018 and the audit report was issued April, 2019. The audit found that controls were generally adequate for managing information technology data governance, however a recommendation was made to increase staff awareness of the authorized individuals who liaison with ITS on security matters and the responsibilities and expectations for managing department data.

The Committee recommended Acceptance of the Internal Auditing Report for Information Technology Data Governance by the full Board.

- 4. Acceptance of Internal Auditing PCard Audit Reports 3rd Quarter Update (Jan – Mar 2019).** IAMC examined 858 transactions made by 39 cardholders during the quarter. Of the 8 departments examined, 7 scored excellent and 1 department scored good. IAMC found that files were well organized, staff was well trained in PCard procedures and there was a strong separation of duties.

The Committee recommends the full Board accept the 3rd Quarter Pcard Report as presented.

- 5. Approval of the UWF Annual Financial Report for 2017/18.** University Controller, Ms. Colleen Asmus reported that in March, the State of Florida Auditor General released the report on the audit of the financial statements of UWF for the Fiscal Year ended June 30, 2018.

- The audit showed the financial statements were presented fairly and in accordance with prescribed financial reporting standards.

- The audit did not identify any deficiencies in internal control.

- The results of the audit tests disclosed no instances of noncompliance.

The Committee recommended Acceptance of the UWF Annual Financial Report for 2017/18 by the full Board.

INFORMATION ITEMS

1. Vito Hite provided the committee with an Internal Auditing Update on the Status of Audits in Progress and Advisory Services.
2. Compliance Officer, Matt Packard provided the committee with a Compliance Update on Activities.
3. Executive Director, Pat Crawford provided an Update on WUWF Public Broadcasting.
4. Senior Executive Specialist, Andrew Romer provided a Legislative Update.

Finance, Facilities & Operations Committee – Suzanne Lewis, Chair

The Finance, Facilities & Operations Committee met on May 15th. The Committee had two action items and three Information items presented.

ACTION ITEMS

1. **Approval of Fiscal Year 2020/2021 – 2024/2025 Fixed Capital Outlay Plan.** Finance & Administration Vice President, Ms. Betsy Bowers presented this item.

The updated five-year Fixed Capital Outlay Plan reflects priorities endorsed by President Saunders including an emphasis on UWF as a destination place for our students, faculty, staff, community, and region.

The Plan presented included the same priorities as last year. Ms. Bowers explained that the Student Life and Services Committee met in March and approved the Capital Improvement Trust Fund (CITF) project list and revised the priority list of projects.

The Committee recommended the full Board approve the five-year Fixed Capital Outlay Plan as presented.

2. **Approval of Amendments to UWF Regulation 6.0055 Exemptions from Competitive Solicitations.** Ms. Bowers presented this item.

UWF Regulation 6.0055 is being amended to align with Florida Board of Governors Regulation 18.001.

The Committee recommends the full Board Approve the Amendments to UWF Regulation 6.0055 as presented.

INFORMATION ITEMS

1. **Fiscal Year 2018-19 Operating Budget Summary** was presented by Mr. Jeffrey Djerlek, Associate Controller.

Ms. Betsy Bowers presented the last two Information Items.

2. **Major Capital Construction Update.**

3. **Direct Support Organization Budget Presentation Template.** Ms. Bowers explained that the Board would see the new template used on the full board agenda effective immediately.

Student Affairs Committee – Greg Britton, Chair

The Finance, Facilities & Operations Committee met on May 15th. The Committee had two action items and three Information items presented.

INFORMATION ITEMS

1. Dr. Michelle Manassah, Executive Director, gave a detailed update on **UWF's Counseling, Health and Wellness** programs and initiatives.
2. Dr. Kim LeDuff, Vice President for Academic Engagement and Student Affairs; Ms. Katie Condon, Executive Director of Enrollment and Financial Aid; Ms. Shana Gore, Assistant Director of Enrollment and Financial Aid; and Mr. Neil McMillion, Director of Housing and Residence Life made a presentation on **Leveraging Scholarships to Increase Housing Occupancy.**

Executive Committee – Mort O'Sullivan, Chair

The Executive Committee of the Board of Trustees held a Conference Call meeting on May 8th. The Committee had one item of business on the agenda.

Board Assessment: Review of BOT Self-Evaluation Effectiveness Survey Samples

Vice Provost Dr. Kimberly McCorkle restated the importance of board accountability and the benefits of ongoing board assessment. Prior to the meeting, Dr. McCorkle had provided the Executive Committee with three sample surveys. At the meeting, the Committee discussed the surveys and the next steps of the Board's assessment process.

Chair O'Sullivan asked the members of the Executive Committee to review the survey samples provided and send any edits or comments to Becky Luntsford. He directed university staff to provide the three survey samples to the full board in preparation for the Board's upcoming BOT Retreat.

Those questions helped guide the Board in their discussion and work at the retreat. Chair O’Sullivan reported that Dr. McCorkle and university staff are working on the next steps compiling the work from the retreat into the survey that will be presented to the board for approval in September.

Presidential Performance Evaluation and Metrics Ad Hoc Committee – Dave Cleveland, Chair

The Presidential Performance Evaluation & Metrics Ad Hoc Committee met on June 3rd at the UWF Global Online office in downtown Pensacola. There were two items on the agenda.

2019-2020 Presidential Goals. Dr. Saunders presented her 2019-2020 Presidential Goals and the committee commended her on her great performance and the performance of her senior leadership team. The Committee compared Dr. Saunders’ goals for the upcoming year to her original three-year plan that was approved by the Board in June, 2017.

The committee reviewed the Presidential Scorecard and had a few questions on clarification of a couple items on the scorecard. The committee unanimously approved President Saunders’ goals for next year and recommends the full Board approve her 2019-2020 goals.

UWF President Employment Agreement Renewal. Chair O’Sullivan presented the President’s Employment Agreement Renewal to the Committee. Chair O’Sullivan explained that President Saunders’ initial employment agreement was a three-year term – January 1, 2017 through December 31, 2019. The new proposed employment agreement will begin January 1, 2020 and end December 31, 2020.

The committee discussed the need for obtaining UWF Foundation approval of its supplemental funding obligation. The committee unanimously approved the employment agreement for subsequent approval by the full Board of Trustees as presented by Chair O’Sullivan.

The committee will follow the Timeline as indicated in the Presidential Evaluation Policy and the Committee’s next activity will occur later this summer when the Committee and full Board further evaluates President Saunders’ 2018-2019 performance.

Real Estate Planning Ad Hoc Committee – Suzanne Lewis, Chair

The Real Estate Planning Ad Hoc Committee held its first meeting on June 3rd at the UWF Global Online office in downtown Pensacola. All items on the meeting agenda were informational and intended for discussion.

At the meeting, Chair O’Sullivan restated his charge to the Committee. He asked that the Committee take a closer look at the leased spaces UWF currently occupies, review provided local and state resources and provide the Board with the Committee’s findings, options and recommendations for the future.

President Martha Saunders explained that the university’s presence beyond the main campus has evolved over a number of years for good reasons. She believes this is a good time for the Board to strategically look at where the university is going and where we want to be.

The Committee discussed desired outcomes for the committee and thoughts on the principles that will guide the Committee through the process and the outcomes.

The Committee reviewed resources provided to the Committee such as the current UWF Master Plan, University Policies, Florida Statutes and Regulations, and a spreadsheet of all current UWF leases.

Chair Lewis explained that UWF is getting ready to gear up for the new master plan to kick off later this year. In UWF’s current master plan, there is no mention of leased space, but the new master plan will have an entire section dedicated to this information. So, the Committee believes this is the perfect time to take a strategic approach in working with the President, the cabinet and university staff on the new master plan.

The Committee’s timeline directs the Committee to provide a draft report back to the Board at the December BOT meeting and the Committee plans to provide a final report for approval by the Board of Trustees at the March 2020 meeting.

Chair Lewis stated it is the Committee’s goal to have the information from the Committee’s final report included in the new UWF Campus Master Plan.

VI. DIRECT SUPPORT ORGANIZATIONS REPORT

Trustee Dave Cleveland chairs the UWF Business Enterprises, Inc. Board. He gave a report on BEI's positive financial performance in third quarter FY 2019 and an update on Argonaut Village occupancy and expected increased revenue.

Trustee Dave Cleveland serves on the UWF Foundation, Inc. Board. He provided a report on UWF Foundation's fundraising and advancement activities, pledges, planned gifts, investments, audits, board appointments and UWF's Alumni Association events and updates.

Trustee Suzanne Lewis serves on the West Florida Historic Trust Board. She provided a report on the Trust's most recent and upcoming business, fundraising, activities and initiatives. She reported that the numbers of visitors to the historic properties is up 9% from last year.

VII. PUBLIC COMMENT

Chair O'Sullivan asked if anyone had submitted a request to address the Board. There were no requests.

VIII. CONSENT AGENDA ITEMS FOR APPROVAL

Chair O'Sullivan noted there were twelve 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 O'Sullivan asked if there were any requests to pull any consent agenda items for further discussion. There were none.

Chair O'Sullivan asked for a motion that the Board approve and adopt the recommendations of the Academic Affairs; Audit & Compliance; Finance, Facilities and Operations; and Student Affairs Committees made during their meetings with respect to the matters set forth on the consent agenda.

- a. Approval of the 2019/20 Work Plan for UWF Internal Auditing & Management Consulting
- b. Acceptance of the State of Florida Compliance and Internal Controls over Financial Reporting and Federal Awards for Fiscal Year Ending 2018 Audit Report
- c. Acceptance of UWF Internal Auditing Reports Issued February – March 2019: Information Technology Data Governance 18-19 001
- d. Acceptance of Internal Auditing PCard Audit Reports Quarter 3 Update (January – March 2019)
- e. Approval of the UWF Annual Financial Report for 2017-2018

- f. Approval of Amendment to UWF/REG 6.0055 Exemptions from Competitive Solicitations
- g. Approval of Request to Offer a New Degree Program – Master of Science in Athletic Training
- h. Approval of Request to Offer a New Degree Program – Master of Science in Data Science
- i. Approval of Tenure as a Condition of Employment
- j. Approval of Tenure

Motion by:	Trustee Dick Baker
Seconded by:	Trustee Suzanne Lewis
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Adrienne Collins	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee Zenani D. Johnson	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye
Trustee Bob Sires	Aye

IX. ACTION ITEMS

- 1. Approval of Reappointments of Board Directors for the UWF Historic Trust Board.** Vice President for University Advancement, Mr. Howard Reddy presented this item.

To comply with new legislation section 1004.28 (3), Florida Statutes, was amended in relation to DSO Board appointments as of March 11, 2018. Directors other than the UWF Board of Trustees Chair’s appointment and the President or her designee coming onboard after March 11, 2018 must now be approved by the UWF Board of Trustees.

The following reappointments for FY2020 to the UWF Historic Trust board are being presented for approval:

John Peacock	Board Reappointment term 07/01/2019 – 06/30/2023
Pamela Schwartz	Board Reappointment term 07/01/2019 – 06/30/2023
Charles Switzer	Board Reappointment term 07/01/2019 – 06/30/2023

New Appointment:

Jamie Calvert SGA VP Rep: Term 07/01/19 – 06/30/2020

After the presentation, Chair O’Sullivan asked for a motion to approve the reappointments of Board Directors for the UWF Historic Trust Board.

Motion by: Trustee Suzanne Lewis

Seconded by: Trustee Greg Britton

Chair Mort O’Sullivan Aye

Vice Chair Dave Cleveland Aye

Trustee Dick Baker Aye

Trustee Lewis Bear, Jr. Aye

Trustee Greg Britton Aye

Trustee Adrienne Collins Aye

Trustee Bob Jones Aye

Trustee Suzanne Lewis Aye

Trustee Zenani D. Johnson Aye

Trustee David Ramsey Aye

Trustee Alonzie Scott Aye

Trustee Jill Singer Aye

Trustee Bob Sires Aye

Motion passed unanimously.

2. Approval of Appointments and Reappointments of Board Directors for the UWF Foundation.

Vice President for University Advancement, Mr. Howard Reddy presented this item.

To comply with new legislation section 1004.28 (3), Florida Statutes, was amended in relation to DSO Board appointments as of March 11, 2018. Directors other than the UWF Board of Trustees Chair’s appointment and the President or her designee coming onboard after March 11, 2018 must now be approved by the UWF Board of Trustees.

The following UWF Foundation board appointments and reappointments are being presented for approval:

Jason D. Crawford Reappointment Term 07/01/2019 – 06/30/2023

Kathie Jeffcoat Reappointment Term 07/01/2019 – 06/30/2023

Louis A. “Trip” Maygarden III Reappointment Term 07/01/2019 – 06/30/2023

New Board Appointments:

Caryl Greene Presidential Nomination: Term 07/01/2019 – 06/30/2023

Rodney Sutton Presidential Nomination: Partial term 07/01/2019 – 06/30/2021
First full term: 07/01/2021 – 06/30/2025

Amber McClure	Alumni Board Nomination: Term 07/01/2019 – 06/30/2023
Chad Henderson	Fdn. Board Nomination: Partial term 07/01/2019 – 06/30/2020; First full term 07/01/2020 – 06/30/2024
Eric Brammer	Alumni Board New Pres.: Term 07/01/19 – 06/30/2021
Jamie Calvert	SGA VP Rep: Term 07/01/19 – 06/30/2020

Chair O’Sullivan asked for a motion to approve the reappointments of Board Directors for the UWF Foundation Board.

Motion by:	Trustee Dick Baker
Seconded by:	Trustee Lewis Bear, Jr.
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Adrienne Collins	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee Zenani D. Johnson	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye
Trustee Bob Sires	Aye

Motion passed unanimously.

3. Approval of Revisions to UWF Regulation 4.008 Tuition and Fees, Fines and Penalties was presented by Mr. Jeffrey Djerlek, Associate Controller.

UWF Regulation 4.008 needed to be amended to conform to the changes in the Third Time Repeat Fee set by the Florida Board of Governors.

The proposed changes to this regulation include: 1) An effective date to begin for the Fall 2019 Semester; 2) Rate change to the Third Time Repeat Surcharge from \$190.84 to \$192.85 set by the Florida Board of Governors - an increase from 2018-19 by \$2.01 due to the fact that expenditures grew at a higher rate than student credit hours.

Chair O’Sullivan asked for a motion to approve revisions to UWF Regulation 4.008 Tuition and Fees, Fines and Penalties.

Motion by:	Trustee Lewis Bear, Jr.
Seconded by:	Trustee Adrienne Collins
Chair Mort O’Sullivan	Aye

Vice Chair Dave Cleveland Aye
 Trustee Dick Baker Aye
 Trustee Lewis Bear, Jr. Aye
 Trustee Greg Britton Aye
 Trustee Adrienne Collins Aye
 Trustee Bob Jones Aye
 Trustee Suzanne Lewis Aye
 Trustee Zenani D. Johnson Aye
 Trustee David Ramsey Aye
 Trustee Alonzie Scott Aye
 Trustee Jill Singer Aye
 Trustee Bob Sires Aye
 Motion passed unanimously.

4. Approval of UWF Direct Support Organizations’ Operating Budgets Fiscal Year 2019/2020 was presented by Mr. Jeffrey Djerlek, Associate Controller.

Florida Board of Governors regulation 9.011 University Direct Support Organizations (DSOs) and Health Services Support Organizations, states in Section (4): *‘Operating budgets of support organizations shall be prepared at least annually and approved by the organization’s governing board and the board of trustees.’*

Additionally, 1004.28(2)(B), Florida Statutes states: *“...Such regulations shall provide for budget and audit review and oversight by the board of trustees, including thresholds for approval of purchases, acquisitions, projects, and issuance of debt. ”*

UWF has three DSOs: UWF Foundation, Inc., West Florida Historic Trust, Inc. and Business Enterprises, Inc. Each prepared their Annual Financial Plans for FY 2019/20 which were approved by their respective, independent Boards of Directors. Each DSO Board of Directors has a UWF Trustee on its board that participates in the review and approval of the DSO budgets at those meetings.

Chair O’Sullivan asked for a motion to approve UWF Direct Support Organizations’ operating budgets fiscal year 2019/2020.

Motion by: Trustee Dick Baker
 Seconded by: Trustee Alonzie Scott
 Chair Mort O’Sullivan Aye
 Vice Chair Dave Cleveland Aye
 Trustee Dick Baker Aye
 Trustee Lewis Bear, Jr. Aye
 Trustee Greg Britton Aye

Trustee Adrienne Collins	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee Zenani D. Johnson	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye
Trustee Bob Sires	Aye

Motion passed unanimously.

5. Approval and Authorization of Estimated Fiscal Year 2019-20 Consolidated Operating Budget was presented by Mr. Jeffrey Djerlek, Associate Controller.

The FY 2019-20 Consolidated Operating Budget for the University of West Florida is due to the Florida Board of Governors in August 2019. The UWF budget incorporates state appropriations as well as local revenue sources, and overall reflects the strategic plans of the university. It contains the following fund groups: Education and General, Auxiliaries, Contracts and Grants, Athletics, Student Activity, Financial Aid, Concessions, Technology, and Board Approved Fees (Green Fee).

As a member of the State University System of Florida, UWF operates within the policies and rules of the Legislature, the Florida Board of Governors, and the UWF Board of Trustees. The budget and funds allocated in the UWF FY 2019-20 Consolidated Operating Budget are within the authority provided by the 2019 General Appropriations Act and by Florida Statutes.

Recommendations:

1. **Approve** the estimated Operating Budget for the fiscal year ending June 30, 2020 for both appropriated and non-appropriated funds.
2. **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 2019, and other changes during the fiscal year.

Chair O’Sullivan asked for a motion to approve the estimated operating budget for the fiscal year ending June 30, 2020 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 2019, and other changes during the fiscal year.

Motion by:	Trustee Suzanne Lewis
Seconded by:	Trustee Alonzie Scott
Chair Mort O’Sullivan	Aye

Vice Chair Dave Cleveland Aye
Trustee Dick Baker Aye
Trustee Lewis Bear, Jr. Aye
Trustee Greg Britton Aye
Trustee Adrienne Collins Aye
Trustee Bob Jones Aye
Trustee Suzanne Lewis Aye
Trustee Zenani D. Johnson Aye
Trustee David Ramsey Aye
Trustee Alonzie Scott Aye
Trustee Jill Singer Aye
Trustee Bob Sires Aye
Motion passed unanimously.

6. Approval of Fiscal Year 2020/2021 -Fixed Capital Outlay Plan was presented by Ms. Betsy Bowers, Vice President Finance and Administration.

The Board of Trustees approved the FY2019/2020 Fixed Capital Outlay Plan on June 5, 2018. The plan aligns with the May 2017 Educational Plant Survey Team's recommendation. The University requests that the Board of Governors recognize the board-approved plan within the forthcoming Three-Year PECO Project List. This report, which captures the institution's comprehensive capital plan for the Board of Governors Chancellor's Office, identifies the following categories: CITF Project Requests, Projects from Other State Sources, and Requests from Non-State Sources, Including Debt.

The University carefully considered current facilities, building space utilization, future programs and FTE enrollment growth when identifying project requirements and prioritization. The project building programs have been approved by the Board of Trustees. Key points of this Plan as compared to the FY2019/2020 Board of Trustees approved plan are the following:

1. Capital Renewal Infrastructure - This has not been funded for the last seven (7) fiscal years. The University's estimated deferred maintenance backlog is over \$47 million.
2. Campus Roof Critical Replacement - \$8.2 million.
3. Campus HVAC Critical Replacement - \$8.34 million.
4. Building 54, Fire Mitigation - \$6.25 million.
5. Classrooms and ROTC – Buildings 77 & 78, Rehabilitation and Annex
6. Science Collections Laboratory and Auditorium
7. Science and Engineering Research Wing

The Board of Trustees approved the FY2019/2020-2023/2024 Five Year Plan for Educational and General (E&G) buildings during the June 5, 2018, meeting. The Board of Governors obtains a proposed project list from each of the State University System universities and presents it to the Legislature and Governor, along with requests from state colleges and public schools. The Legislature then determines which projects are funded. This process is pursuant to Florida

Statutes 1013.64, 216.0158, and 216.043. Project funding is obtained from the Public Education Capital Outlay (PECO) fund, which is a portion of the gross receipts tax on utilities, including electricity, telecommunications, and cable. The updated 2020/2021-2024/2025 five-year Fixed Capital Outlay Plan reflects priorities endorsed by President Saunders including an emphasis on UWF as a destination place for our students, faculty, staff, community, and region. The Campus Master Plan will be internally updated to reflect the projects and priorities outlined in this updated Fixed Capital Outlay Plan. The PECO eligible project budgets will again be updated prior to August 1, 2019, submittal date to the Board of Governors. The plan presented today has changed from the May 15, 2019, Finance, Facilities & Operations Committee presentation. Two projects were removed as they are now eligible to be paid from carryforward funds per new legislation. The two removed were Campus Roof Critical Replacement and the Campus HVAC Critical Replacement. The remaining five projects are listed below.

Priority

1. Capital Renewal Infrastructure
2. Building 54, Fire Mitigation
3. Classroom and ROTC - Buildings 77 & 78 Rehabilitation
4. Science and Engineering Research Wing
5. Science Collections Laboratory and Auditorium

The Capital Improvement Trust Fund (CITF) project list was approved by the Student Life and Services Committee March 21, 2019. The committee revised the priority list, including 2019/2020 projects, as summarized below:

Priority

1. RecPlex North Support Facility (FY20)
2. University Park Center Canopies (FY20)
3. Student Union Renovation Ph2 (FY20)
4. University Park Center Athletic Training Center
5. University Center - Building 22 Commons - Addition/Renovation Ph3
6. Field House Branding
7. University Park Center Branding
8. East Sports Complex Locker Room Facilities
9. Outdoor Recreation/University Park Lighting
10. University Center - Building 22 Commons - Addition/Renovation (Continued)
11. RecPlex South

Chair O’Sullivan asked for a motion to approve Fiscal Year 2020/2021 – 2024/2025 Fixed Capital Outlay Plan.

Motion by:	Trustee Lewis Bear, Jr.
Seconded by:	Trustee Dick Baker
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye

Trustee Lewis Bear, Jr. Aye
Trustee Greg Britton Aye
Trustee Adrienne Collins Aye
Trustee Bob Jones Aye
Trustee Suzanne Lewis Aye
Trustee Zenani D. Johnson Aye
Trustee David Ramsey Aye
Trustee Alonzie Scott Aye
Trustee Jill Singer Aye
Trustee Bob Sires Aye

Motion passed unanimously.

7. Approval of 2020-2021 Legislative Budget Request was presented by President Martha D. Saunders.

The Board of Governors will meet in August to approve Legislative Budget Requests before submission to the Governor and Legislature on or before September 15, 2019.

Operating Budget Submission

UWF proposes the following operating budget submission that correspond to UWF’s work plan focus on Student Success.

Student Success Initiatives

\$10,100,000 requested (\$7,900,000 recurring)

UWF embraces a culture of helping students from diverse socio-economic backgrounds excel in their studies, save money, graduate on time and move on to fulfilling careers from programs that contribute to the State University System Strategic Plan and meet the workforce needs in Florida.

The University has launched a series of innovative initiatives aimed at creating a clear and visible path for students to graduate and achieve their career goals. The successful completion and sustainability of these projects relies on the allocation of additional resources. These initiatives include the following:

- Financial Literacy
- Pell and First Generation Student Initiatives
- Strengthen Support for Transfer Students
- Expand Communication Platforms
- First Year Student Success in STEM
- Living Learning Communities (LLCs) for STEM Students
- Connecting Students to Successful Careers

Chair O’Sullivan asked for a motion to approve the 2020-2021 Legislative Budget Request: Student Success Initiatives for submission to the Board of Governors.

Motion by:	Trustee Suzanne Lewis
Seconded by:	Trustee Lewis Bear, Jr.
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Adrienne Collins	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee Zenani D. Johnson	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye
Trustee Bob Sires	Aye

Motion passed unanimously.

8. Adoption of Resolution in Recognition of Distinguished Service to Brandon Malone was presented by Chair Mort O’Sullivan.

Brandon Malone, Student Body President and member of the Student Affairs Committee loyally served the students, staff and faculty on the University of West Florida Board of Trustees beginning April, 2018. Mr. Malone’s terms as Student Body President and UWF Trustee ended in April, 2019.

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

Chair O’Sullivan asked for a motion to approve the resolution in recognition of distinguished service to Brandon Malone.

Motion by:	Trustee Bob Jones
Seconded by:	Trustee Greg Britton
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Adrienne Collins	Aye

Trustee Bob Jones Aye
Trustee Suzanne Lewis Aye
Trustee Zenani D. Johnson Aye
Trustee David Ramsey Aye
Trustee Alonzie Scott Aye
Trustee Jill Singer Aye
Trustee Bob Sires Aye
Motion passed unanimously.

9. Approval of 2019-2020 Presidential Goals was presented by Trustee Dave Cleveland, Chair, Presidential Performance Evaluation and Metrics Ad Hoc Committee.

In accordance with University Policy BOT-14.01-06/17, President Martha D. Saunders 2019-2020 goals were presented by Trustee Dave Cleveland and the Presidential Performance Evaluation and Metrics Ad Hoc Committee to the Board of Trustees for approval.

Chair O’Sullivan asked for a motion to approve the 2019-2020 Presidential Goals.

Motion by: Trustee Bob Jones
Seconded by: Trustee Dick Baker
Chair Mort O’Sullivan Aye
Vice Chair Dave Cleveland Aye
Trustee Dick Baker Aye
Trustee Lewis Bear, Jr. Aye
Trustee Greg Britton Aye
Trustee Adrienne Collins Aye
Trustee Bob Jones Aye
Trustee Suzanne Lewis Aye
Trustee Zenani D. Johnson Aye
Trustee David Ramsey Aye
Trustee Alonzie Scott Aye
Trustee Jill Singer Aye
Trustee Bob Sires Aye
Motion passed unanimously.

10. Approval of Renewal of Employment Agreement for President Martha D. Saunders was presented Chair Mort O’Sullivan.

Chair O’Sullivan explained that President Saunders’ initial employment agreement was a three-year term from January 1, 2017 through December 31, 2019. The proposed employment agreement represents the results of negotiated terms between the President and Board Chair.

On June 3, 2019, Chair O’Sullivan presented the employment agreement to the Presidential Performance Evaluation and Metrics Ad Hoc Committee. The committee unanimously approved the employment agreement.

Chair O’Sullivan continued, upon the Board’s approval, UWF Foundation’s approval of its funding obligations will be obtained. Additionally, Board of Governors approval of the re-appointment of President Saunders will be sought. He added that currently it is contemplated to be on the Board of Governor’s August meeting agenda.

Chair O’Sullivan asked for a motion to approve renewal of the employment agreement for President Martha D. Saunders as presented.

Motion by:	Trustee Alonzie Scott
Seconded by:	Trustee Lewis Bear, Jr.
Chair Mort O’Sullivan	Aye
Vice Chair Dave Cleveland	Aye
Trustee Dick Baker	Aye
Trustee Lewis Bear, Jr.	Aye
Trustee Greg Britton	Aye
Trustee Adrienne Collins	Aye
Trustee Bob Jones	Aye
Trustee Suzanne Lewis	Aye
Trustee Zenani D. Johnson	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye
Trustee Bob Sires	Aye

Motion passed unanimously.

X. INFORMATION ITEMS

1. **Performance Based Funding Metrics Update** was presented by Provost and Senior Vice President, Dr. George Ellenberg. He explained that UWF received their final scores and UWF rank in the top two universities in the state. The trustees, staff and all guests present gave a standing ovation. Dr. Ellenberg praised university staff for their continued hard work and the commitment made toward providing excellent academics, care, advising and assistance to our students.

The Trustees congratulated Dr. Ellenberg, President Saunders, and commended the cabinet and all university staff and faculty for their amazing commitment to excellence.

2. **UWF Board of Trustees Training: Code of Ethics/Conflict of Interest.** Chair O’Sullivan explained to General Counsel Pam Langham that in consideration of time, he would like to move her presentation to a future BOT meeting. She agreed to do so.

XI. BOARD ENGAGEMENT

Chair O’Sullivan opened the floor to allow for any discussion. He asked trustees to please continue to offer suggestions and ideas toward bringing the Board to a higher level. He directed trustees to work through Becky Luntsford as our liaison.

OTHER BUSINESS

Chair O’Sullivan invited Trustee Zenani D. Johnson to give a brief presentation on her election to the Florida Student Association.

CAMPUS ENGAGEMENT OPPORTUNITY

Chair O’Sullivan reminded the trustees that after immediately following lunch, they are invited to take a tour of the Hal Marcus College of Science and Engineering. Dr. Jeromy Kuhl, Dean of the College, his staff and students have coordinated this opportunity for the Board to see UWF in action.

ANNOUNCEMENTS

Chair O’Sullivan reminded the trustees to make note of the other activities and upcoming events listed at the bottom of the agenda.

He then invited everyone in attendance to join the trustees for lunch in the lounge.

OTHER ACTIVITIES & UPCOMING EVENTS

- August 14, 2019 - BOT Committee Meetings, UWF Conference Center, 9:00 a.m. CST
- August 23, 2019 - UWF Fall Term First Day of Class
- September 19, 2019 - BOT Meeting, UWF Conference Center, 9:00 a.m. CST
- October 29, 2019 - BOG Trustee Summit, University of Florida, Gainesville, FL

- November 6, 2019 - BOT Committee Meetings, UWF Conference Center, 9:00 a.m. CST
- December 5, 2019 - BOT Meeting, UWF Conference Center, 9:00 a.m. CST
- December 12, 2019 - UWF Holidayfest, UWF Historic Trust Museum Plaza, 5:00 – 7:30 p.m. CST
- December 14, 2019 - Fall Commencement, Pensacola Bay Center

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

The meeting adjourned at 11:50 a.m.

Respectfully submitted,
Becky Luntsford, recording secretary