Minutes  
UWF Board of Trustees Meeting  
UWF Center for Fine & Performing Arts, Bldg, 84 Music Hall  
University of West Florida  
September 15, 2016

The meeting of the UWF Board of Trustees was called to order at 10:24 a.m. by Chair Lewis Bear, Jr.

Chair Bear welcomed everyone and asked if anyone was joining by conference call to please identify themselves.

CALL TO ORDER AND CHAIR’S REMARKS

Chair Bear asked Becky Luntsford to call roll. The following trustees were present: Lewis Bear, Jr.; Dick Baker; Greg Britton; Dave Cleveland; Ted Fox; Jake Hebert; Bob Jones; Suzanne Lewis; LuTimothy May; Mort O’Sullivan; Jay Patel; and Bentina Terry.

Trustee Robert Sires participated by conference call.

INVITATION FOR PUBLIC COMMENT

Chair Bear 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. He announced that staff members and UWF Ambassadors were standing by to distribute and collect public comment forms and the forms were to be provided to the Board of Trustees’ recording secretary, Becky Luntsford in advance of the public comment period.

I. PUBLIC COMMENT

Chair Bear opened the meeting for public comment. He announced if anyone required a microphone be provided at their seat, to please remain seated and raise their hand so a microphone could be provided to them. He reminded the audience that public comments would be limited to three minutes.

Chair Bear called individuals to the podium one at a time. Individuals who had completed request forms were invited to the podium to speak in the following order.

Cory Hinsch  
Joseph Jackson  
Teremis Boykin
III. PRESIDENTIAL SEARCH COMMITTEE REPORT

UWF Presidential Search Committee Chair Mort O’Sullivan provided a report to the Board. Search Committee Chair O’Sullivan stated on December 10, 2015, the Board of Trustees approved the appointment of a Presidential Search Committee and Chair Bear appointed me a chair of the Committee. He went on to state that the UWF Presidential Search Committee has remained steadfast in carrying out the responsibilities set before them. The final responsibility in meeting the charge set before the committee, was to prepare a presentation of an unranked list of at least (3) candidates that our Committee deems worthy of the UWF Board of Trustees’ consideration.

Chair O’Sullivan reported that the search committee met earlier that morning and voted to approve the proposed unranked list of UWF presidential candidates to include: Frank Ashley, Don Gaetz, Martha Saunders and Mike Sherman. He said the Presidential Search Committee presented the four candidates to the UWF Board of Trustees’ for consideration. He thanked the Board for giving the members of the Search Committee the opportunity to serve in this manner and to assist in the selection of the next President of the University of West Florida.

Chair Bear thanked Chair Mort O’Sullivan and the members of the Search Committee and Greenwood/Asher & Associates for their tireless work. He thanked the Presidential Compensation & Contract Committee for their hard work allowing the Board to elect the best candidate for the position of President of UWF.

Chair Bear called on Dr. Jan Greenwood, Partner, Greenwood/Asher & Associates, Inc. to provide a report to the Board.

Dr. Greenwood thanked the Board for the opportunity to conduct the UWF Presidential search. She explained that her firm has completed over fifty searches in Florida in higher education and that UWF had an extraordinary large number of qualified applicants. She went on to say that UWF has broken all
records in this area and that is a tribute to this university. She said her firm’s job was to make the Board job a hard one. She explained the Board has four candidates, all bringing different skill sets and experiences.

Dr. Greenwood explained the Board members had packets in front of them showing the responses from Survey Monkey surveys on each final candidates. The packets show percentages of those who voted and categories for responses. She asked if there were any questions of her.

Trustee Jay Patel congratulated Dr. Greenwood and her staff for doing such a great job. He thanked the UWF community for their love and passion of the university and for trusting the Board of Trustees in making this decision.

Dr. Greenwood explained that the preliminary referencing had been done with calls to candidates’ supervisors, peers and subordinates, on and off candidates’ reference lists. She recommended one more very deep check be done by another firm. She explained that when universities select their final candidate, the normal practice is to subject that individual to a deep broad background screen.

Chair Mort O’Sullivan made a motion to direct UWF General Counsel to select an outside firm to conduct the deep broad background screen on the final candidate.
Seconded by: Trustee Bentina Terry
Discussion: Pat Lott made the clarification that her office will work with an outside firm to accomplish the extensive background screen to include fingerprinting as required.
Motion passed unanimously.

III. SELECTION OF NEW UNIVERSITY PRESIDENT

Chair Bear explained as stated in the Bylaws of the UWF Board of Trustees, a majority vote of the full Board is required for appointing [and removing] the president. This means seven votes are needed to appoint a new president. On all other matters, a majority of voting members is required for approval. A trustee may abstain from voting only if he or she has a conflict. He reminded the Board that the selection of a new president must be contingent on a successful completion of a background screen and subject to confirmation by the Florida Board of Governors.

Becky Luntsford passed out paper ballots to the Board and Chair Bear opened the meeting to comments and discussion.

Trustees shared their thoughts concerning the search process and/or the candidate they supported.

At the completion of Board discussion, Chair Bear instructed the trustees to complete their paper ballots, fold in half, and pass to Becky Luntsford to count and to Pat Lott to tally and read aloud.
Trustee Bob Sires participated by teleconference and cast his vote aloud for Martha Saunders.

Twelve paper ballots were submitted and tallied.

Pat Lott read aloud the votes on each paper ballot. With Trustee Sires’ vote, the total was nine votes for Martha Saunders and four votes for Don Gaetz.

Then, Pat Lott read aloud, in the following order, all votes cast by the Trustees:
Trustee Suzanne Lewis - Martha Saunders
Trustee Jay Patel - Martha Saunders
Trustee Jake Hebert - Martha Saunders
Trustee Dave Cleveland - Martha Saunders
Trustee Dick Baker - Don Gaetz
Trustee Greg Britton – Martha Saunders
Trustee Ted Fox – Martha Saunders
Trustee Bentina Terry – Martha Saunders
Trustee LuTimothy May – Don Gaetz
Trustee Bob Jones – Martha Saunders
Trustee Lewis Bear, Jr. – Don Gaetz
Trustee Mort O’Sullivan – Don Gaetz
Trustee Bob Sires – Martha Saunders

Chair Bear asked for a motion to approve the selection of Martha Saunders as the new President of the University of West Florida.
Motion made by: Trustee Mort O’Sullivan
Seconded by: Trustee Ted Fox
Motion passed unanimously

III. ADOPTION OF RESOLUTION OF APPOINTMENT

Chair Bear asked Pat Lott to read aloud the Resolution of Appointment.

Chair Bear asked for a motion to adopt the Resolution of [Martha Saunders’] Appointment.
Motion made by: Trustee Bob Jones
Seconded by: Trustee Jay Patel
Motion passed unanimously

IV. OTHER BUSINESS
Chair Bear asked Search Committee Chair, Trustee Mort O’Sullivan, to take the lead in negotiating the contract with the new president.

The meeting adjourned at 12:14 p.m.

Respectfully submitted,

Becky Luntsford, recording secretary