Chair Lewis Bear, Jr. called the meeting to order at 9:33 a.m. with the following committee member present: Trustee Dick Baker.

Committee member Trustee Greg Britton joined by phone.

Others in attendance: BOT Chair Mort O’Sullivan, General Counsel Pam Langham, Janice Gilley, and Becky Luntsford.

**GREETING**
Chair Bear welcomed everyone in attendance and thanked the trustees for agreeing to serve on this Ad Hoc Committee.

**DISCUSSION OF DELEGATION OF AUTHORITY TO THE PRESIDENT**
Chair Bear explained that each month the Board of Governors holds a conference call with State University Board of Trustee Chairs and during a series of call in fall of 2016 the BOG assigned each university BOT to submit a form outlining its delegation of authority to the university president.

BOT Chair Mort O’Sullivan added that the BOG staff provided each university with a University of Florida document and a matrix. He provided copies of each to all those present. He went on to explain that the BOG recognizes that each university is different and one form or format may not fit every university.

General Counsel Langham explained that she had spoken with BOG staff members and they explained that the BOG is looking for two documents and the University of North Florida’s documents are good models for UWF. One document will be a resolution and the second document will be best practices and principles.

General Counsel Langham explained that she is looking forward to working with the Board to complete this project.

General Counsel Langham distributed a draft Resolution on Presidential Authority which she composed and tailored to UWF. She explained that this draft document follows the BOG Regulation 1.001 structure. She went on to state that UWF already has currently standing rules and customary practices on most of these items and in the new resolution it will be reflected how our policies are distinctive from the BOG Regulation.
Trustee Greg Britton remarked that UWF needs to know what the differences are and decide how to move forward. He explained that this document will provide an opportunity for UWF to be audited against that document – the simpler method may be best.

BOT Chair O’Sullivan asked General Counsel Langham if she would please look into the lines of authority currently in place for the University Internal Auditor and University General Counsel. He asked General Counsel Langham to research other universities’ policies to see if UWF’s current practice is healthy.

She agreed to do so.

Chair Bear asked General Counsel Langham to research UWF Direct Support Organizations (DSO) board appointments.

BOT Chair O’Sullivan asked General Counsel Langham to poll other SUS Universities to find out how their DSO board members are appointed.

She agreed to do so.

General Counsel Langham stated that her desire was to have a document prepared and ready to recommend to the full Board of Trustees at their December 2017 meeting. The Committee agreed with her timeline.

Chair Bear, Trustees Baker and Britton and BOT Chair O’Sullivan thanked General Counsel Langham for her great work on this project and her commitment to the timeframe.

**ADJOURNMENT**
With no further business to discuss, the meeting was adjourned at 10:39 a.m.

Respectfully submitted,
Becky Luntsford, Assistant Corporate Secretary