

DRAFT Minutes
UWF Board of Trustees Meeting
UWF Conference Center
September 27, 2018

The meeting of the UWF Board of Trustees was called to order at 9:00 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 August 13, 2018 minutes.

Motion by: Trustee Jill Singer
Seconded by: Trustee David Ramsey
Motion carried.

Audit and Compliance Committee: Dick Baker, Audit and Compliance Committee Member called the meeting to order and asked for a motion to approve their August 13, 2018 minutes.

Motion by: Trustee Bob Sires
Seconded by: Trustee Dick Baker
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 August 13, 2018 minutes.

Motion by: Trustee Dave Cleveland
Seconded by: Trustee Lewis Bear, Jr.
Motion carried.

Student Affairs Committee: Greg Britton, Student Affairs Committee Chair called the meeting to order and asked for a motion to approve their August 13, 2018 minutes.

Motion by: Trustee Alonzie Scott
Seconded by: Trustee Brandon Malone
Motion carried.

FULL BOARD

1. CALL TO ORDER AND CHAIR’S REMARKS

Chair O’Sullivan called the full Board meeting to order at 9:45 a.m.

Becky Luntsford called roll with the following trustees present as noted here. Dick Baker, Lewis Bear, Jr., Greg Britton, Dave Cleveland, Adrienne Collins, Bob Jones, Suzanne Lewis, Brandon Malone, Mort O’Sullivan, David Ramsey, Alonzie Scott, Jill Singer and Bob Sires.

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. Joffery Gaymon, VP Division of Enrollment & Student Affairs; Dr. Kim LeDuff, VP Academic Engagement; Dr. Kimberly McCorkle, Interim Vice Provost; Ms. Betsy Bowers, Interim VP, Finance & Administration; Ms. Janice Gilley, Associate Vice President, External Affairs; Dr. Melinda Bowers, Director, Facilities Operations & Emerald Coast Campus; Ms. Carol Britton, Assistant to the President; Dr. Tim O’Keefe, Dean COB; Dr. Steve Brown, Dean CASSH; Dr. William Crawley, Dean CEPS; Dr. Brandon Frye, Dean of Students; Dr. Ben Stubbs, Assistant Dean of Students; Dr. Ed Ranelli, Director Center for Entrepreneurship; Ms. Colleen Asmus, AVP Financial Services; Dr. Steve Cunningham, BEI; Ms. Megan Gonzalez, Executive Director, University Communications; Ms. Jamie Sprague, Associate Director, Human Resources; Ms. Kelley Brundage, University Registrar; Ms. Angie Jones, Director, Procurement and Contract Services; Ms. Ellen Till, Director, Business & Auxiliary Services; Mr. Andrew Romer, Senior Executive Specialist, Governmental Relations; Ms. Cynthia Talbert, Internal Auditor III; Mr. Matt Packard, Compliance Officer, Internal Auditing; Mr. Dan Lucas, CFO, UWF Foundation; Dr. Vannee Cao-Nguyen, Director, SDRG; Ms. Nicole Gislason, Director, Career and Professional Education; Dr. Mark Roltsch, Director, Research and Sponsored Programs; Mr. Dave Scott, Athletics Director; Dr. Jim Hurd, Senior Associate VP Student Affairs Administration; Ms. Teresa Burgess, Coordinator, Community Engagement/Student Ambassadors; Ms. Missy Grace, Director, Alumni Relations; Dr. Claudia Stanny, Director, CUTLA; Mr. Peter Robinson, Director, Environmental Health and Safety; Ms. Jenny Hamilton, Assistant Director, Student Government Association; Mr. Chris Middleton, Director, Strategic Innovation; MS. Sandra Thompson, Director, ITS; Ms. Melanie Haveard, Exec Director and CTO, ITS; Mr. Ross Dahlstrom, Network Engineer; Mr. Chase Green, BOT IT; Mr. Jeremy Bocabella, BOT IT; Mr. Angel Sedillo, Production Assistant; Mr. John Macdonell, Webcast Director; Ms. Kat Zatapkova, BOT Student Assistant and Ms. Becky Luntsford, Recording Secretary.

I. CALL TO ORDER AND CHAIR’S REMARKS

Chair O’Sullivan welcomed everyone and announced that the meeting was being webcasted. He announced 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.

Chair O’Sullivan welcomed two new trustees to the Board, Alonzie Scott and Jill Singer. Both trustees joined the meeting by phone and hope to make the upcoming May Board of Trustees meeting in person.

Chair O’Sullivan asked Ms. Becky Luntsford to call roll.

Trustees Dick Baker, Lewis Bear, Jr. Dave Cleveland, Adrienne Collins, Suzanne Lewis, Brandon Malone, Mort O’Sullivan, David Ramsey and Alonzie Scott were present.

Trustees Greg Britton, Jill Singer & Bob Sires participated by phone.

Trustee Bob Jones was absent.

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

II. PRESIDENT’S REPORT

President Saunders made a presentation to the Board that included information specific to the university’s strategic directions.

Strategic Direction 1 – Learner Centered and Focused

This fall, fans can enjoy a more traditional atmosphere at UWF football games with the addition of the UWF Inaugural Argo Athletic Band.

UWF has four National Merit Finalists as incoming freshmen this fall, bringing the total number of finalists to seven. This year’s class include James Henderson, Physics and Engineering Major; Mason Hutchinson, Computer and Information Science Major; Fiama Mastrangelo, Psychology Major; and Joshua Wood, Mathematics Major.

The Doris Jean Kahn Music Scholarship Endowment \$166,000 gift will continue the award in perpetuity awarding students ages 14-19 \$1,000 each.

Strategic Direction 2 – Personnel Investment and Engagement

Vice President for Finance & Administration, Ms. Betsy Bowers; and new Chief of Police, Mr. Marc Cossich.

Strategic Direction 3 – Academic Programming, Scholarship and Research

Dr. Richard Hough, Instructor in the Department of Criminology and Criminal Justice named an International Ambassador of the British Society of Criminology for a two-year term beginning in 2018. He was also recently elected as the Vice President of the Homicide Research Working Group. His textbook, “The Use of Force in Criminal Justice” was recently published by Routledge and his text co-

authored with UWF Vice Provost Kimberly McCorkle, “American Homicide” is set to go into a second edition.

Strategic Direction 4 – Community and Economic Engagement

UWF Historic Trust debuted its History Hall featuring a mural wall of Pensacola’s storied past, adjacent to a History Room with UWF Historic Trust artifacts on display. The collage will change and rotate over time and share the many narratives of Pensacola.

President Saunder’s Political Advocacy efforts included a trip to Brandenton, Florida this summer, where she met with Senate President Bill Galvano and other legislative delegates and candidates. UWF hosted Speaker Designate Jose Oliva and Rep. Danny Perez at UWF’s Sea3D Lab to educate them on UWF’s top programs, like Cybersecurity, Public Archaeology, Additive Manufacturing and Complete Florida. In October, Dr. Saunders will travel to Jacksonville to meet with potential appropriation chairs, Rep. Travis Cumming, Sen. Rob Bradley, Senator Aaron Bean and future speaker Paul Renner. UWF is in the planning stages of UWF Day at the Capitol on Tuesday, March 19, 2019.

Strategic Direction 5 – Infrastructure

Global Online is the new name for UWF’s online education. This year marks the 20th anniversary of online learning at UWF.

Since July, excluding pledge payment, University Advancement has raised \$1.45 million.

As part of UWF’s planned renovation of the Commons, the ribbon cutting for the Nautilus Chamber was held in September following the State of the University Address. The Nautilus Chamber is an important meeting space on campus.

Chair O’Sullivan thanked President Saunders for her report.

III. APPROVAL OF MINUTES

Chair O’Sullivan reminded the trustees they had been given the opportunity ahead of time, to review the minutes of the June 5, 2018 Board of Trustees and the June 11, 2018 Special 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 Dave Cleveland
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 Suzanne Lewis Aye
Trustee Brandon Malone Aye
Trustee David Ramsey Aye
Trustee Alonzie Scott Aye
Trustee Jill Singer Aye
Trustee Bob Sires Aye
Motion passed unanimously.

IV. COMMITTEE REPORTS

Academic Affairs Committee – Adrienne Collins, Chair

The Academic Affairs Committee met on August 13. They had two action items and one information item presented.

ACTION ITEMS

- 1. Approval of Tenure as a Condition of Employment.** Dr. George Ellenberg, Provost and Senior Vice President, explained the BOT considers all nominations for tenure at its June meeting and tenure nominations as a condition of employment are considered by the Board as needed.
The Committee recommended approval of tenure as a condition of employment by the full Board, for Dr. Guillermo Francia, Academic Administrator for the Center for Cybersecurity and Professor in the Department of Electrical and Computer Engineering in the UWF Hal Marcus College of Science and Engineering.
- 2. Approval of 2018 UWF Textbook and Instructional Materials Affordability Annual Report.**
Provost Ellenberg presented this annual report and explained that UWF is in compliance with BOG Regulation 8.003 for textbook adoptions for the Fall 2017 and Spring 2018. Dr. Ellenberg went on to explain that the university has developed several initiatives on campus to reduce the costs of General Education course textbooks and instructional materials for our students. Since the implementation of these new processes, UWF has exceeded the 95% compliance threshold being posted 45 days prior to the first day of classes.
The Committee recommended the full Board approve the 2018 UWF Textbook and Instructional Materials Affordability Annual Report as presented.

INFORMATION ITEM

1. Ms. Angela Bryan, Director of Institutional Effectiveness, presented the **Summary of Degree Program Changes** Approved through the University Governance Process during the period of July 1, 2017 through June 30, 2018.

Audit and Compliance Committee – Dick Baker, Member

The Audit & Compliance Committee met on August 13. The committee had four action items and two information items presented.

UWF's Interim Audit Director, Ms. Cindy Talbert presented the first (3) items.

1. Acceptance of UWF Internal Auditing Reports Issued: Conflicts of Interest/Outside Activities; and the Hal Marcus College of Science and Engineering Dean's Office Auditing Report. Ms. Talbert explained that both these audits found that controls and related review of approvals were generally strong, including compliance with laws, rules and regulations. A few recommendations were made by Ms. Talbert's office and management has outlined courses of action and implementation.

The Committee recommended approval of these two internal auditing reports by the full Board as presented.

2. Acceptance of PCard Audit Reports for the 4th Quarter (April – June 2018); and the Annual Update (July 2017 – June 2018). Ms. Talbert reported that (12) departments encompassing (35) cardholders were examined on a sample basis during the quarter. 1,317 transactions occurred, 284 transactions were tested and the audit opinion resulted in all (12) departments scoring EXCELLENT.

Ms. Talbert went on to provide a summary of PCard audit results for Fiscal Year 2017/18. She explained that out of the transactions examined on a sample basis from (35) total departments; (24) departments scored excellent; (7) scored good; (3) fair; and (1) scored poor.

The Committee recommended the full Board Accept the PCard Audit Reports for the 4th Quarter and the Annual Update for July 2017-June 2018.

3. Acceptance of Florida Auditor General Statewide Bright Futures Audit for Fiscal Years 2015/16 and 2016/17. Ms. Talbert reported that the Florida Auditor General conducted an operational audit of the administration of the Florida Bright Futures Scholarship Program for Florida's public universities and colleges. There were no findings for UWF in the audit report.

The Committee recommended Acceptance of the Audit by the full Board as presented.

4. Approval of 2018 Florida Educational Equity Act Report. Ms. Karen Rentz, Executive Director of the Office of Equity & Diversity presented this report and explained that the report is completed

annually by each Florida public university and includes information on the University's progress in implementing strategic initiatives related to equity and access in academic services, programs and student enrollment; equity in athletics; and equity in employment as required by law.

The Committee recommended Approval of the 2018 Florida Educational Equity Act Report by the full Board.

INFORMATION ITEMS

1. Ms. Talbert provided the committee with an **Internal Auditing Update** on Activities and upcoming internal and external audits.
2. Compliance Officer, Mr. Matt Packard provided the committee with a **Compliance Update** on Activities.

Finance, Facilities & Operations Committee – Suzanne Lewis, Chair

The Finance & Facilities Committee met on August 13 and had four information items presented.

Ms. Betsy Bowers, Interim Vice President for Finance & Administration presented the first three information items.

1. **Major Facilities Construction Update.** Vice President Bowers provided us with a planning and project update on the Lab Sciences Annex Facilities. The report included aerial photographs showing the construction progress.
2. **University Carryforward Update.** Betsy provided an update on the current status of carryforward at UWF. This report had been requested by the Finance, Facilities & Operations Committee at our May 24th meeting.
3. **University Efficiencies.** Ms. Bowers shared a summary of various efficiencies achieved during the most recent fiscal year resulting in more than \$15M in monetary savings.
4. **Update on UWF's Southside Units.** University Advancement Vice President, Howard Reddy provided an update on the iconic Southside 'pizza hut' Units, the lease agreement between the university and the foundation and the university's plans for transferring and repurposing six of the units which can no longer be used for student housing.

Student Affairs Committee – Greg Britton, Chair

The Student Affairs Committee met on August 13 and had two information items presented.

Information Items

1. **Celebrating UWF's History, Traditions and Symbols in Service of Students' Success.** Dr. Ben Stubbs, Associate Dean of Students and Director of Student Involvement, gave a presentation showing how UWF's Student Involvement Department, the Division of Enrollment and Student Affairs, and other campus stakeholders, work together to promote and celebrate UWF's history, traditions and symbols. He explained how these efforts bolster institutional commitment and our students' success.
2. A **Campus Housing Update** was provided by UWF's Director of UWF Housing and Residence Life, Mr. Neil McMillion. This update included Fiscal Year 2018 results, summer enhancement projects that have been approved by the UWF Foundation, and progress already made toward reaching Fall 2018 housing occupancy goals.

V. DIRECT SUPPORT ORGANIZATIONS REPORT

Trustee Dave Cleveland chairs the UWF Business Enterprises, Inc. Board. He provided a report on BEI's most recent and upcoming activities and initiatives.

Trustee Dave Cleveland serves on the UWF Foundation, Inc. Board. He provided a report on the Foundation's most recent and upcoming activities and initiatives.

Trustee Suzanne Lewis serves on the West Florida Historic Trust Board. She provided a report on the Trust's most recent and upcoming activities and initiatives.

VI. PUBLIC COMMENT

Chair O'Sullivan asked Ms. Becky Luntsford if anyone had submitted a request to address the Board.

There were no requests.

VII. CONSENT AGENDA ITEMS FOR APPROVAL

Chair O'Sullivan noted there were nine 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) Acceptance of UWF Internal Auditing Reports Issued: Conflicts of Interest/Outside Activities; Hal Marcus College of Science and Engineering Dean’s Office
- b) Acceptance of PCard Quarterly Report (April – June 2018); Annual Update (July 2017 – June 2018)
- c) Acceptance of Florida Auditor General Statewide Bright Futures Audit for Fiscal Years 2015/16 and 2016/17
- d) Approval of 2018 Florida Educational Equity Act Report
- e) Approval of Tenure as a Condition of Employment
- f) Approval of 2018 UWF Textbook and Instructional Materials Affordability Annual Report
- g) Approval of New UWF Board of Trustees Regulation 5.060 UWF Beach Reservation
- h) Approval of Amendments to UWF Regulation 3.010 Student Code of Conduct
- i) Approval of Amendments to UWF Regulation 5.050 Speech, Assembly and Public Expression in Outdoor Areas on Campus

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 Suzanne Lewis Aye

Trustee Brandon Malone Aye

Trustee David Ramsey Aye

Trustee Alonzie Scott Aye

Trustee Jill Singer Aye

Trustee Bob Sires Aye

Motion passed unanimously.

VIII. ACTION ITEMS

- 1. Approval of Appointment and Reappointments of Board Director Nominees for the UWF Foundation Board** was presented by Howard Reddy, Vice President for University Advancement and CEO of the Historic Trust.

After the presentation, Chair O’Sullivan asked for a motion to Approve the Appointment and Reappointments of Board Director Nominees for the UWF Foundation Board as presented.

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 Suzanne Lewis	Aye
Trustee Brandon Malone	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye
Trustee Bob Sires	Aye

Motion passed unanimously.

- 2. Approval of Presidential Evaluation** was presented by Chair Mort O’Sullivan.

Chair O’Sullivan stated that he was hopeful all the trustees had closely reviewed the Presidential Performance Evaluation Report that was prepared by the BOT Presidential Performance, Evaluation and Metrics Ad Hoc Committee.

He thanked Trustee Dave Cleveland for his leadership in chairing this Committee and for the dedication and hard work he and Committee members, Trustees Bob Jones and Suzanne Lewis have spent working with our President to define her goals, the Presidential Scorecard and the Trustee Survey, which each of you completed last month.

Chair O’Sullivan thanked all the trustees for completing the survey within the time period provided and for offering additional comments and observations requested by the Committee about our President’s performance. There was 100% participation and a compilation of results and comments were provided to trustees in packets placed at the board table.

Chair O’Sullivan presented the PPEM Committee Report and Compensation recommendation as follows:

**PRESIDENTIAL PERFORMANCE EVALUATION REPORT
PREPARED BY THE UWF BOARD OF TRUSTEES PRESIDENTIAL PERFORMANCE, EVALUATION
AND METRICS AD HOC COMMITTEE**

Per Presidential Evaluation Policy BOT-14.01-06/17; Section VI. Evaluation Period/Goal Setting/Timeline (c) Annual Performance Evaluation Timeline 4. The Committee will evaluate the President’s performance using the evaluative criteria and prepare an evaluation report containing an applicable compensation recommendation for the Board by September 1;

The Presidential Performance Evaluation and Metrics Ad hoc Committee (PPEM Committee) submits the following report and recommendations for President Martha Saunders’ 2017-18 annual performance evaluation. The Presidential Evaluation Policy requires that the President’s performance evaluation take place according to a prescribed time schedule, culminating in completion of this report and submission of the Committee’s related recommendations to be acted upon by the full Board of Trustees at their September meeting. The Committee took great care in developing and following this schedule, so that, on an annual basis, the President’s performance will be based on the academic year’s Key Performance Indicators (i.e., the KPI’s, as presented in the most recently updated Presidential Scorecard), as well as the most current Florida Board of Governor’s Performance Based Metrics.

The totality of the recurring criteria that the Board of Trustees evaluates the President on includes:

1. The BOG’s Performance Based Funding Metrics/Strategic Plan;
2. Responsiveness to the BOG’s strategic goals and priorities, and compliance with system-wide regulations;
3. The President’s self-evaluation report;
4. The University’s then current strategic plan, university work plan, and accountability report;
5. The President’s then current goals;
6. Responsible fiscal management of the university;
7. Responsible supervision of key personnel;
8. Positive governmental and community relations;
9. Promotion of academic excellence and student success at the University;
10. Promotion of ethical conduct at the University;
11. Promotion of the reputation of the University;
12. Promotion of advantageous relationships with University affiliated entities;
13. University Advancement & Fundraising;
14. KPI’s in the Presidential Scorecard.

In August, in keeping with the Policy's prescribed time schedule, the Committee provided a UWF Presidential Evaluation Survey to each Trustee, together with the President's Self-Evaluation (with additional documentation), the Presidential Scorecard 2017-18, definitions for the Scorecard, and the UWF 2018 Accountability Plan. Each Trustee was asked to complete individual feedback on the President's performance. These documents are attached to this report. All thirteen Trustees completed the Trustee Survey within the time provided and many offered specific comments and observations about the President's performance. A compilation of the results of the Trustee Survey and comments are also provided. The score range was 1 to 5 with 1 representing "Does Not Meet Expectations", 3 representing "Meets Expectations", and 5 representing "Exceeds Expectations". All of these actions and documents assisted the PPEM committee in completing the task of evaluating the President in this second year of her Presidency.

A synopsis of the scores assigned by the thirteen Trustees and the average in each category are provided below:

Strategic Direction: Learner Centered and Focused - Score 4.69 (Exceeds Expectations)

Strategic Direction: Personnel Investment & Engagement – Score 4.53 (Exceeds Expectations)

Strategic Direction: Academic Programming, Scholarship & Research – Score 4.85 (Exceeds Expectations)

Strategic Direction: Community and Economic Engagement – Score 4.31 (Exceeds Expectations)

Strategic Direction: Infrastructure – Score 4.15 (Exceeds Expectations)

Total Average Score 4.51 (Exceeds Expectations)

The PPEM Committee met on Wednesday, August 29, 2018 to review all of the supporting documentation and the Trustee Survey results to make a compensation recommendation to the Board of Trustees. After much deliberation and consideration, it was determined that the university has continued to thrive under the leadership of President Saunders. Examples of the progress, improvements, enhancements and exceptional leadership include, but are not limited to the following:

- UWF has made incredible progress in the Florida Board of Governor's (BOG) Performance Based metrics and was ranked in the top three public universities in the state for a **second** consecutive year.
- Wrapped up 50th Anniversary Capital Campaign at **\$64,707,246, well in excess** of the goal.
- Received the President's Club at Timeless Tanglewood gift from Fred Levin, Esquire
- UWF welcomed its **first** three National Merit Finalists to the university.
- Launched a **first-of-its-kind** program in the state of Florida that provides educational support for Take Stock in Children students when they enter college. A partnership with Gulf Power helped establish this program.
- UWF launched the **first** college virtual assistant application in the state of Florida. The virtual assistant, named Argie, uses text messaging to support students.

- The football team played in the national NCAA DII championship game in only its **second** regular season.
- Hosted NCAA Division II Women's Volleyball National Championship.
- Announced Sea3D Lab at the Museum of Commerce. This lab offers additive manufacturing capabilities through 3D printing. Funding by the Florida legislature made the equipment possible.
- UWF received a \$1.5 million gift from Consumer Credit Counseling Service of West Florida, Inc. to establish the Center for Financial Literacy at the UWF College of Business.
- NSA partners with UWF to accelerate cybersecurity degree completion and workforce development.
- Reubin O'D. Askew Department of Government marks UWF's **first** named academic department.
- UWF Center for Cybersecurity partners with the Florida Agency for State Technology to enhance Florida's cybersecurity resiliency.
- **First** Argos Suit Up professional dress event held.
- UWF Men's basketball captured GSC championship and qualified for NCAA Tournament for **first** time in history.
- UWF College of Business maintains prestigious AACSB accreditation.
- University Park Center grand opening which houses the Usha Kundu MD College of Health, Athletics and FSU Medical School.
- Broke ground on the highly anticipated Lab Sciences Annex.

President Saunders continues to provide exceptional leadership, action and vision for the university, the students, staff, faculty, the community and the state. She works diligently to ensure that UWF continues to move forward. The President's progress and results to-date merit payment of the performance-based compensation contemplated in her Employment Agreement, particularly given the university's hard-earned second year in a row placement in the Top 3 public universities in the state BOG performance metrics.

After careful consideration of all these factors and deliberation, the PPEM Committee made the following recommendations relative to the Performance Incentive Payment plan provided in President Saunders' Employment Agreement with the University:

- Pursuant to Presidential Compensation proposal and Section 5.1 of the Employment Agreement, President Saunders is eligible for a Performance Incentive Payment up to and including twenty percent (20%) of her base salary.
- Whereas the Trustee Survey results reflect a composite score of 4.51 (on a scale of 5.0) across all strategic directives of the University, and reflect overwhelmingly positive comments and lists of accomplishments as presented herein and attached hereto, the Committee recognizes that the President's performance has clearly Exceeded Expectations, and rises to the level to merit a Performance Incentive Payment at the full amount provided in the employment agreement, calculated at 20% of Base Salary.

In regard to Section 4.2 of the President's Employment Agreement, the Board of Trustees is

obligated to review the President's Base Salary on an annual basis. For the same reasons previously cited and based upon the attached assessment tools, the Committee recommends that the President's salary be adjusted in a manner that recognizes and rewards her exemplary performance. The Committee recommends a positive adjustment of 8.0% beginning October 1, 2018 for her performance that clearly "Exceeds Expectations", as measured and documented by the battery of assessment tools described herein.

It is also worthy to note that the recommended actions still result in the President's compensation being in the lower echelon, as compared to other Florida university system presidents, as defined and surveyed by UWF Human Resources. Accordingly, the Committee makes these recommendations with the confidence and substantiated knowledge that the total compensation package, as improved and adjusted, is in keeping with previous market assessments, and is consistent with the Board's mission to compensate the President in a manner that is competitive, supports the accomplishment of the University's goals and strategic directives, and fairly rewards and incents exemplary performance.

The PPEM Committee looks forward to the opportunity to provide this report to the full Board of Trustees in September. Please do not hesitate to let Janice Gilley, jgilley@uwf.edu know of any clarifications, questions or concerns that we need to address.

Chair O'Sullivan explained that he spoken with Board of Governors Chair Ned Lautenbach and Chancellor Marshall Criser and they each had nothing but positive comments and accolades for President Saunders.

Chair O'Sullivan asked for a motion to Approve the Presidential Performance Evaluation Report prepared by the UWF Board of Trustees Presidential Performance, Evaluation and Metrics Ad Hoc Committee; and delegate authority to him, the BOT Chair, to submit an evaluation summary to the Board of Governors.

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 Suzanne Lewis	Aye
Trustee Brandon Malone	Aye
Trustee David Ramsey	Aye
Trustee Alonzie Scott	Aye
Trustee Jill Singer	Aye

Trustee Bob Sires Aye
Motion passed unanimously.

IX. INFORMATION ITEMS

- 1. Fiscal Year 2017-2018 Final Operating Budget Summary** was presented by Vice President for Finance/University Controller, Ms. Colleen Asmus.

Trustee Scott asked if risk assessment notations could be added to the summary focusing on the biggest changes and adjustments with explanations for the most significant changes. BOT Finance, Facilities and Operations Chair, Trustee Suzanne Lewis said she will ask her Committee to work with staff to provide these notations.

- 2. Metrics Update** was presented by Provost and Senior Vice President Dr. George Ellenberg.

- 3. Appointment of Board of Trustees Nominating Committee** was presented by Chair O'Sullivan.

Chair O'Sullivan stated that the bylaws of the UWF Board of Trustees indicate that the Chair and Vice Chair of the Board are to be selected at the last regularly-scheduled meeting of the calendar year for a two-year term to begin January 1st. Chair O'Sullivan explained that his term as Chair and Trustee Dave Cleveland's term as Vice Chair will be completed as of December 31, 2018. Officers should be elected at the December 5, 2018 BOT meeting for new terms to commence January 1, 2019.

Chair O'Sullivan appointed Trustees Dick Baker, Lewis Bear, Jr. and Adrienne Collins to serve on the Officer Nominations Ad Hoc Committee and he appointed Trustee Lewis Bear, Jr. to serve as Chair of the Committee. He charged the Committee to present Chair and Vice Chair nominations at the December 5, 2018 BOT meeting for consideration by the full Board.

All appointed agreed to serve.

OTHER BUSINESS

Chair O'Sullivan asked those trustees who had not already done so to please return their completed Conflict of Interest Statement to Becky Luntsford immediately.

Chair O’Sullivan reminded trustees that the Board of Governor’s Trustee Summit 2018 has been scheduled for November 7, 2018 at Florida Atlantic University in Boca Raton, Florida. He encouraged trustees to attend and let Becky Luntsford know today if they will be attending. Becky will be making travel arrangements very soon.

ANNOUNCEMENTS

Chair O’Sullivan encouraged trustees to pay close attention to the list of other activities and upcoming events listed on the bottom of the meeting agenda.

OTHER ACTIVITIES & UPCOMING EVENTS

- **September 28, 2018 @ 1:30pm** – President Saunders 2018 State of the University Address followed by a reveal of the UWF Nautilus Chamber renovations
- **November 1, 2018 @ 9am** – UWF BOT Committee Meetings, UWF Conference Center
- **November 7, 2018** – Florida Board of Governors Trustee Summit, Florida Atlantic University, Boca Raton, FL
- **November 7-8, 2018** – Florida Board of Governors Meeting, Florida Atlantic University, Boca Raton, FL
- **December 5, 2018 @ 9am** – UWF BOT Meeting, UWF Conference Center
- **December 11, 2018 @ 5:30–7:30 pm** – UWF’s Holidayfest, Downtown Historic Village
- **December 15, 2018** – UWF 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 11:00 a.m.

Respectfully submitted,
Becky Luntsford, recording secretary