

Minutes

UWF Board of Trustees

September 20, 2013

The meeting of the UWF Board of Trustees was called to order at 9:02 a.m. by Chair Lewis Bear, Jr.

APPROVAL OF MINUTES BY COMMITTEES

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

Academic Affairs: Attendees: Chair Robert Jones, Dr. Richard Hough and Bentina Terry joined the meeting by conference call. Chair Bob Jones called the meeting to order and asked for a motion to approve their August 29, 2013 minutes.

- *Minutes of August 29, 2013 –* http://ufw.edu/trustees/Sep20_13/AA082913MN.pdf
- *Agenda of August 29, 2013 –* <http://ufw.edu/trustees/committees/AAC082913Agenda.pdf>

Motion by: Trustee Richard Hough

Seconded by: Trustee Bentina Terry

Motion passed unanimously.

Audit and Operations: Attendees: Trustee Garrett Walton and Dr. Pamella Dana. Chair Susan O'Connor was unable to attend the meeting. Trustee Walton called the meeting to order and asked for a motion to approve their August 29, 2013 minutes.

- *Minutes of August 29, 2013 –* http://ufw.edu/trustees/Sep20_13/AO082913MN.pdf
- *Agenda August 29, 2013 -* <http://www.ufw.edu/trustees/committees/An0082913Agenda.pdf>

Motion by: Trustee Pamella Dana

Seconded by: Trustee Garrett Walton

Motion passed unanimously.

Student Affairs: Attendees: Chair Jay Patel, Mr. Christopher Hill and Rev. LuTimothy May. Chair Patel called the meeting to order and asked for a motion to approve their August 29, 2013 minutes.

- *Minutes of August 29, 2013 –* http://ufw.edu/trustees/Sep20_13/SA082913MN.pdf
- *Agenda August 29, 2013 -* <http://www.ufw.edu/trustees/committees/SA082913Agenda.pdf>

Motion by: Trustee Christopher Hill

Seconded by: Trustee LuTimothy May

Motion passed unanimously.

Finance and Facilities: Attendees: Chair Mort O'Sullivan, Mr. David Cleveland and Ms. Suzanne Lewis. Chair O'Sullivan called the meeting to order and asked for a motion to approve their August 29, 2013 minutes.

- *Minutes of August 29, 2013 –* https://ufw.edu/trustees/Sep20_13/FF082913MN.pdf
- *Agenda August 29, 2013 -* <http://www.ufw.edu/trustees/committees/FnF082913Agenda.pdf>

Motion by: Trustee David Cleveland

Seconded by: Trustee Suzanne Lewis
Motion passed unanimously.

Executive: Attendees: Chair Lewis Bear, Jr., Mr. Mort O'Sullivan, Mr. Robert Jones, Mr. Jay Patel, Chair Susan O'Connor was unable to attend the meeting. Chair Bear called the meeting to order and asked for a motion to approve their August 29, 2013 minutes.

- *Minutes of August 29, 2013* – https://ufw.edu/trustees/Sep20_13/E082913MN.pdf
- *Agenda August 29, 2013* - <http://www.ufw.edu/trustees/committees/EC082913Agenda.pdf>

Motion by: Trustee Mort O'Sullivan

Seconded by: Trustee Jay Patel

Motion passed unanimously.

FULL BOARD OF TRUSTEES MEETING

1. CALL TO ORDER AND CHAIR'S REMARKS

Chairman Bear called the full Board meeting to order at 9:07 a.m. He welcomed everyone in attendance and asked Dr. Kim Brown to call roll.

Dr. Kim Brown called roll with the following trustees present as noted here. Mr. Lewis Bear, Jr.; Mr. David Cleveland; Dr. Pamela Dana; Mr. Robert Jones; Ms. Suzanne Lewis; Mr. Christopher Hill; Dr. Richard Hough; Reverend LuTimothy May; Mr. Mort O'Sullivan; Mr. Jay Patel; Ms. Bentina Terry and Mr. Garrett Walton. Trustee Susan O'Connor was unable to attend the meeting. Trustee Bentina Terry joined by conference call.

Others attending: Dr. Martha Saunders, Provost & VP for Academic Affairs; Dr. Kevin Bailey, VP Student Affairs; Dr. Susan Stephenson, VP for Business, Finance & Facilities; Dr. Brendan Kelly, IVP University Advancement; Dr. Kim Brown, VP & Chief of Staff; Pat Lott, Associate General Counsel; Anita Schonberger, Associate General Counsel; Janice Gilley, Assistant VP for Governmental & Community Relations; Dr. George Ellenberg, Vice Provost; Dr. Dottie Minear, Sr. Associate VP; Rebecca Luntsford, Executive Specialist, Faye Bowers, Executive Specialist and Charina Narciso, Office Assistant.

Chair's Remarks

Chair Bear explained that Dr. Judy Bense's brother was ill and confined to Shand's Hospital in Gainesville. In the President's absence, Provost Martha Saunders would represent Dr. Bense.

He welcomed Dr. Brendan Kelly who officially became Interim Vice President for University Advancement on July 1 and Dr. Richard Hough, who represents the Faculty Senate as a trustee.

Chair Bear announced that the Board is setting aside time to allow public comment on matters coming before the Board today. He recommended anyone desiring to speak on an item on today's agenda, to fill out a *Request to Address the UWF Board of Trustees* form which is required. The forms will be available on a table in the back of the room and should be provided to the BOT's administrative assistant, Becky Luntsford, in advance of the public comment period.

2. PRESIDENT'S REPORT

The President's Report was given by **Dr. Martha Saunders**. Dr. Saunders extended a warm welcome to our new Trustee and newly-elected Faculty Senate President, **Dr. Richard Hough**. **Dr. Hough** is a Professor in our UWF Criminal Justice program.

Campus News:

- **Welcome to Dr. Kim LeDuff, New Associate Vice Provost for Equity, Diversity and International Affairs:** In this position, LeDuff will have overarching responsibility for promoting and fostering a climate of diversity and inclusive excellence throughout all aspects of the university community. Prior to her arrival to UWF, she served as the acting director of the School of Mass Communication & Journalism at the University of Southern Mississippi, where she chaired the committee responsible for creating the diversity plan for that institution.
- **Welcome to our Three New Interim Deans:** Provost Saunders announced the appointment of **Dr. Tim O'Keefe** as Interim Dean of the College of Business, **Dr. Mike Huggins** as Interim Dean of the College of Arts and Sciences, and **Dr. Stacie Whinnery** as Interim Dean of the College of Professional Studies.
- **UWF Foundation Welcomes New Board Members and New Officers:** The new members are: **Gail Dorsey**; **Kim MacQueen**; and **Sherell Wood**. The 2013-14 officers are: **C. Ray Jones**, President; **John Hutchinson**, VP; **Richard Peterson**, Secretary; and **Wayne Williams**, Treasurer.
- **UWF's Executive Mentor Program Welcomes Second Class of Students and Mentors:** The College of Business's new Executive Mentor Program has matched its second class, expanding from 30 students last year to 50 students this year, with area business leaders who will serve as mentors to initiate networking and career opportunities for undergraduate and graduate students.
- **UWF Selected as a Best Southeastern College by the Princeton Review:** For the 11th consecutive year, based on results from the company's 2014 Best Colleges survey. UWF was one of 138 institutions receiving the Best in Southeast designation. The Princeton Review surveys students at selected institutions on several factors, ranging from the accessibility of professors, to the number of hours they spend studying outside the classroom, to the quality of the food on campus.
- **UWF to Participate in National Learning Initiative:** UWF has been selected to participate in the NASPA *Lead Initiative*, a national effort centered on developing students' civic engagement. UWF is one of 70 colleges and universities to receive this designation demonstrating our ongoing commitment to community engagement.
- **UWF Public Relations Students Win State Award:** Ten UWF Public Relations students were recently honored an Award of Distinction from the Florida Public Relations Association for their

Friends of the West Florida Public Library campaign. This is the ninth state award UWF public relations students have won in the past 11 years.

- **Eight Students Awarded Scholarships through UWF Military & Veterans Resource Center:** UWF's Military and Veterans Resource Center awarded these scholarships to 8 students of military veterans and dependents of active and retired military. The scholarships are awarded to qualified applicants who demonstrate leadership capability and commitment to service and are made possible by the **Brig. Gen. and Mrs. Michael Ferguson** Scholarship Endowment, the **Buzz and Larue Ambersley** Memorial Scholarship and the **Navy Federal Credit Union** Scholarship.
- **UWF Students Participated in “Study Abroad Programs” this summer in Japan and Spain:** Two separate groups of UWF students and their faculty advisors traveled abroad to Tokyo, Japan and Salamanca, Spain to engage in a cultural and educational exchange. In addition to attending language classes, activities included touring the cities, dance lessons, museum visits and cooking classes. The programs were organized by the UWF Japan Center and the Jikei Group of Colleges in Tokyo, Japan and the UWF Department of English and World Languages and the UWF International Education and Programs Office.
- **UWF Student Teams Place First and Second in International Engineering Contest:** Two UWF student teams were recently selected for the 1st and 2nd place prizes for the Myron Zucker Undergraduate Student Design Contest, a prestigious international competition. The annual contest is sponsored by the Industry Applications Society, a special interest society within the Institute of Electrical and Electronics Engineers.
- **UWF Engineering Professor Receives Outstanding Achievement Award:** Dr. Muhammad Rashid was recently awarded the 2013 Outstanding Achievement Award from the Industry Application Society, adding to the continued success of the UWF Department of Electrical and Computer Engineering.
- **Four Students on the UWF Health Occupation Students of America (HOSA) Team Placed in the Top 10 at the 2013 HOSA National Leadership Conference in June:** HOSA is a national organization endorsed by the U.S. Dept. of Education and the Health Science Education Division of ACTE. The organization's mission is to promote career opportunities in the health care industry and enhance the delivery of quality health care to all people.
- **Ten UWF Students Spent Two Weeks in Scotland:** From June 16-29, the University of the West of Scotland housed and fed students from both UWF and Washburn University. The purpose of the program was to study cross-national crime and justice policies and issues; compare structures and functions of the criminal justice institutions in the U.K and U.S.; and to develop a better understanding of the cross-cultural significance of ethnicity, age and gender in criminal justice.

Research Funds/Projects: 2013-14 fiscal year to date.

Proposals Submitted: 29 proposals for \$20,448,395 in funding requested.
Awards Received: 21 awards received for \$12,046,089 in funding received.

Development Highlights:

- We have accumulated more than **\$16.5 M to date in Gifts, Pledges and Planned Gifts since 1/01/2011**
- Recently received a \$100,000 gift commitment from a local business
- Received a generous long term pledge & planned gift >\$350K – UWF Friend
- 1st time in UWF history we reached **54.9 %** in Faculty and Staff Participation – FY12-13
- On August 30, over 40 people attended the Breakfast with the President at Greater Little Rock Baptist Church.
- Sept. 27 will be our next Breakfast with the President event on campus in the SSE building. The October Breakfast with the President event will be held in Fort Walton Beach on the 24th.
- We have started a new annual fund initiative entitled, *ARGO Roll Call Challenge*. This is an annual fund challenge among academic departments to increase alumni giving participation throughout the fiscal year.

Upcoming Events:

- **State of the University Address & Campus-Wide BBQ. Please join us!**
Thursday, September 26th 10:00 am in the Commons Auditorium with BBQ to follow on the grounds in front of Bldg. 12.

Lastly, the Provost said with that Mr. Chair, I conclude the President's report.

3. STUDENT RECOGNITIONS

Chair Bear called on **Dr. Kevin Bailey** who introduced **Dave Scott, Athletic Director** to the podium. Dave Scott presented the Gulf South Conference All Sports Trophies to Chair Lewis Bear and Dr. Martha Saunders.

Dave Scott then introduced Coach **Derek Racine** to the podium to recognize and introduce UWF Student, **Kevin Ducrose**, Gulf South Conference Top Male Athlete. Mr. Ducrose shared his athletic, scholastic, and personal experiences and accomplishments since becoming a student at UWF.

Dr. Kevin Bailey called SGA President and Trustee **Christopher Hill** to the podium to present the UWF Honor Code. Trustee Hill explained that the framed code was signed at the beginning of the Fall 2013 term by incoming freshmen. The SGA plans to continue this tradition every year. The signed and framed Honor Codes will be displayed in the Nautilus Chamber Upstairs Hall in the Commons.

4. APPROVAL OF MINUTES

Chair Bear reminded all they had been given the opportunity ahead of time to review the Minutes of June 11, 2013 BOT Meeting, June 11, 2013 Boards' Appreciation Dinner, June 12, 2013 Joint Strategic

Planning Retreat, and July 29, 2013 New Trustee Orientation. He asked for a motion to approve if there were no changes or corrections.

http://ufw.edu/trustees/Sep20_13/BOT061113MN.pdf;
http://ufw.edu/trustees/Sep20_13/BOTD061113MN.pdf;
http://ufw.edu/trustees/Sep20_13/BOTR061213MN.pdf;
http://ufw.edu/trustees/Sep20_13/BOTR072913MN.pdf

Motion by: Trustee Mort O'Sullivan

Seconded by: Trustee Pamela Dana

Motion passed unanimously.

5. COMMITTEE REPORTS

a. Academic Affairs – Bob Jones, Chair

Recommended approval of Tenure as a Condition of Employment for Dr. Kim LeDuff. Dr. Kim LeDuff, recently selected through a national search to serve as the UWF's Chief Diversity Officer (CDO)/Associate Vice Provost for Equity, Diversity and International Affairs, was nominated for tenure as a condition of her employment. Dr. LeDuff begins her appointment on or about September 15, 2013. The tenured faculty members in the Department of Communication Arts have reviewed Dr. LeDuff's academic qualifications and unanimously recommended that she be granted tenure in the department. The Interim Dean of the College of Arts and Sciences, Dr. Mike Huggins, also endorsed the tenure recommendation. Dr. LeDuff's curriculum vita was provided to the BOT as a supporting document and provides highlights of her distinguished academic and administrative career to date. In addition, the recommendation for tenure from the Department of Communication Arts was provided.

Recommended Approval of the Amendment to UWF/REG-3.001 Admission Standards for First Time In College Student Applicants and the Repeal of UWF/REG- 3.005 Appeal of Denial Admission-Academic. The proposed amendment to UWF Regulation 3.001 makes the following changes: updates the titles of the applicable SAT and ACT tests, clarifies that standardized test scores must be received by the University from the testing sources, add diploma requirements for students who receive home education or non-traditional high school education, clarifies and/or updates language related to appeals of admission denials, term of entry changes, and early admissions. UWF/REG 3.005 informs prospective students how to appeal a denial of admission. This information is already covered in UWF/REG 3.001 and therefore repeal of UWF/REG 3.005 was recommended.

Informational Items:

Academic Affairs Update - Provost Martha Saunders provided an update on the Division of Academic Affairs, enrollment, resources and flexibility, challenges and initiatives.

Enrollment Affairs - Dr. Joffrey Gaymon gave an update on UWF Enrollment Services, growth and challenges and plans that she and her staff have put into action to increase and strengthen our enrollment .

The Innovation Institute - Dr. Martha Saunders and Dr. Pam Northrup gave an update on the recently created innovation institute which at UWF will identify, establish, maintain and evaluate high-visibility, high-need collaborative educational projects between UWF and the various communities it serves.

Market Tuition Rates - Dr. Pam Northrup presented the establishment of market tuition rates in accordance with Florida Statutes and Board of Governors regulation four online degree programs: Masters of Accountancy, Educational Leadership, Curriculum and Instruction: Reading Endorsement Cognate and Curriculum and Instruction: Curriculum Studies.

b. Audit and Operations Committee - Garrett Walton, Committee Member

Recommended the acceptance of the Internal Auditing PCard Reports for the Quarter (2013-Quarter # 4) and Fiscal Year Summary of PCard Audits for FY 2012/13. Presented by Betsy Bowers. Internal Auditing has been charged with auditing PCard holder and approver activity as well as departmental activities and internal controls. The objectives of these audits are to determine if departments complied with UWF PCard policies and procedures, as well as to evaluate the level of understanding of PCard policies among PCard holders and approvers.

Information:

Internal Auditing Activities Update was reported by Betsy Bowers. She provided the committee with an overview of activities within Internal Auditing and Management Consulting including: 1. Status of audits in process; 2. Status of advisory/consulting activities; 3. External Audits performed by outside parties; and 4. Miscellaneous items.

UWF 2012-13 Efficiencies Report was presented by Susan Stephenson. Each year, in preparation of the upcoming Legislative Budget Request (LBR), the Board of Governors requests that each university submit a white paper outlining the various efficiencies that have been implemented at their institution. This year's efficiency report was provided to the BOG on August 9, 2013.

c. Student Affairs – Jay Patel, Chair

Recommended approval of a schedule of Student Conduct Fines as outlined in the UWF Student Code of Conduct – Presented by Dr. Gentry McCreary. At the February 20, 2013 meeting, the Student Affairs Committee of the BOT approved revisions to the Student Code of Conduct, which were approved by the full board at its March 19, 2013 meeting. Part of those revisions included the addition of fines as a sanction. Per the Regulation, the Dean of Students Office/Office of Student Rights and Responsibilities proposed a schedule of fines. A portion of fines collected will be used to offset the cost of web-based drug and alcohol education modules and another portion will be used in the development of preventative programming from the Office of Student Rights and Responsibilities.

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| • Prohibited Uses of Alcohol – First Violation | \$25 |
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• Prohibited Uses of Alcohol – Second and Subsequent Violations	\$50
• Prohibited Uses of Drugs – First Violation	\$50
• Prohibited Uses of Drugs – Second and Subsequent Violations	\$100

Information

Title IX Policy - Dr. Gentry McCreary explained the new framework for reporting, investigating and adjudicating alleged misconduct and Title XI complaints. The proposed policy will ensure UWF's compliance with new federal guidelines articulated in the "Dear Colleague Letter" and codified in the 2013 passage of the Violence Against Women Act (VAWA). All "Responsible University Employee" will need to be notified of the policy and their responsibilities on an annual basis.

Student Affairs Division 2013-17 Strategic Plan - Dr. Sarah Luczyk provided a summary of action steps and priorities depicting Student Affairs Division Strategic Plan is aligned with the University's Strategic Plan.

First Time In College Retention Efforts for 2013-14 – Ms. Patrice Moorer explained the new tracking systems, initiatives and strategic plans being utilized this year to understand and ultimately increase the First Time in College (FTIC), first-to-second year retention rates.

d. Finance and Facilities Committee – Mort O'Sullivan, Chair

Recommend Approval of UWF Regulation 4.008 Tuition Rates, Fees, Fines and Penalties (Fall 2013) which incorporates the 2013-2014 increase of 1.7% in undergraduate tuition set by the legislature pursuant to section 1009.24(4)(b), establishing increases in graduate tuition and corresponding increases in the financial aid and technology fees, sets forth in previously approved increases in the Health, Activity & Service, and Athletic fees and sets forth the Third Time Repeat Fee and Excess Hour Fees which are set by the BOG.

Recommend Approval to Establish Market Tuition Rates in accordance with Florida Statutes (.F.S.) 1009.24(15) (a) 3 and Board of Governors Regulation 7.001(15) for four online degree programs: Masters of Accountancy, M.Ed., Educational Leadership, M.Ed., Curriculum and Instruction: Reading Endorsement Cognate and the EdD Curriculum and Instruction: Curriculum Studies. The regulation requires BOT approval followed by Board of Governors approval at the November 2013 BOG meeting. If approved, the Market Tuition Rates for these programs could become effective Fall 2014.

Information

Business Enterprises Inc., Update - Dr. James Barnett provided an update on the East Campus Argonaut Village Project, University Park Project and the Electric Vehicle Pilot Program. Dr. Barnett then explained that he will be introducing the Balfour Beatty Campus Solutions Team

Members at the upcoming full Board meeting. On July 3, Balfour Beatty Campus Solutions was approved as the Master Developer for the University Park and Northwest Retirement Village project sites following a two-step procurement process.

e. Executive Committee Report – Lewis Bear, Chair

Recommend Adoption of BOT Spokesperson Policy #BOT-11.01-09/13. This policy designates the BOT Chair as the official spokesperson for the Board of Trustees. It does not prohibit other trustees from speaking to the media.

Recommend Adoption of BOT Public Comment Policy #BOT-12,01-09/13. This policy outlines the practice of taking public comment at board meetings.

Recommend Review and Adoption of 2013/14 Presidential Goals. President Bense presented her goals for the 2013/14 year. Annually the BOT is required to evaluate the performance of the University President. The BOT uses a scorecard approach in reviewing presidential progress which is reported on the first day of the fiscal year, July 1.

Recommend Adoption of \$600 Bonus Distribution Plan. During the 2013 legislative session funds were provided to distribute a \$600 bonus to 35% of eligible UWF employees, FS 110.1245. This plan is required by the Board of Governors and outlines how UWF will distribute legislative appropriated \$600 bonuses to 35% of eligible employees. The BOT distribution model will be provided to the Florida BOG by the September 15, 2013 deadline.

Posting BOT email addresses to BOT website. Committee members discussed if individual email addresses should be posted to the UWF BOT website. It was decided the best practice will be to maintain our current method.

Information

University Advancement/50th Anniversary Campaign - Dr. Brendan Kelly gave an update on the progress of the University's 50th Anniversary Campaign and the university's major institutional marketing and creative services activities.

Student Life – Dave Scott made a presentation on UWF athletics, student life, and adding football.

6. PUBLIC COMMENT

Chair Bear called for public comment for anyone who registered before the meeting to address the Board. There were none.

7. CONSENT AGENDA ITEMS FOR APPROVAL

The Chair noted that trustees may pull any individual item from the consent agenda below for further review, if they so desire. However, each item was fully discussed during the committee meetings and all of the recommendations of the committees reflect the proposed action provided with the agenda backup documentation. Chair Bear announced that item (g.iii) Presidential Goals for 2013-14 would be discussed separately and Trustee May requested item (f) Market Rate be pulled for discussion.

- A. Tenure as a Condition of Employment
- B. UWF REG 3.001 Admission Standards for First Time in College Student Applicants and UWF REG 3.005 Appeal of Denial Admission
- C. Acceptance of PCard Quarterly Report (2013 – Quarter #4)
- D. Student Conduct Fines
- E. UWF REG 4.008 Tuition Rates, Fees, Fines and Penalties (Fall 2013)
- F. Market Tuition Rates (acted upon separately below)
- G. Ratification of Executive Committee Actions August 29, 2013
 - a. BOT Spokesperson Policy # BOT-11.01-09/13
 - b. BOT Public Expression Policy # BOT-12.01-09/13
 - c. Presidential Goals for 2013-14 (acted upon separately below)
 - d. Six Hundred (\$600) Dollar Bonus Distribution Process
 - e. BOT Email Addresses

Chair Bear asked for a motion to approve and adopt the recommendations of the Finance & Facilities, Audit & Operations, Student Affairs, Academic Affairs and the Executive Committees made during their meetings with respect to the matters set forth on the consent agenda with exceptions to items (G.c.) and (F).

Motion by: Trustee Bob Jones

Seconded by: Trustee Jay Patel

Motion passed unanimously

CONSENT AGENDA ITEM (F) Market Tuition Rates - Trustee May asked for additional clarification as to what the Market Tuition Rate means regarding tuition rates going up or going down depending on the market trends. Provost Saunders and Dr. Susan Stephenson explained the rates at other universities, i.e. Georgia Tech, trend both up and down. Dr. Pam Northrup explained that we watch our peer institutions in the state university system. Trustee May asked if this rate increase will affect underclassmen or only graduate students. Dr. Northrup explained this is only related to four graduate programs.

Chair Bear called for a motion to approve and adopt the Market Tuition Rates as recommended by the Academic Affairs Committee.

Motion by: Trustee Mort O'Sullivan

Seconded by: Trustee David Cleveland

Motion passed unanimously

CONSENT AGENDA ITEM (G.c.) Presidential Goals for 2013-14

Chair Bear stated that on consent agenda item (G.c.) - Presidential Goals for 2013-14, for 2012-2017

YWF STRATEGIC PRIORITY: Advance economy and quality of life, under column titled *2013-14 Targets*, item 1) *Break Ground on Argonaut Village summer 2013 with on time opening August 2014* is to be

omitted. Chair Bear explained that following the BEI Board Meeting it appeared there is no possible way for President Bense to break ground on the Argonaut Village by this summer and no opportunity to occupy it by next fall. https://ufw.edu/trustees/Sep20_13/PresBOTEval2012-13.pdf
https://ufw.edu/trustees/Sep20_13/PresSelfEvalREVISED2012-13.pdf

Chair Bear asked for a motion to approve the amended Presidential Goals for 2013-14 with this one omission.

Motion by: Trustee Suzanne Lewis

Seconded by: Trustee Chris Hill

Motion passed unanimously

8. INFORMATIONAL ITEMS

- a. **Business Enterprises, Inc. (BEI) Update** . Dr. James Barnett introduced key members of the Balfour Beatty Campus Solutions team; Michael Morrette with Morette Construction Company, Fred Donovan of Baskerville Donovan and Miller Caldwell of Caldwell Associates Architects along with other UWF key staff. On July 3, Balfour Beatty Campus Solutions was approved as the Master Developer for the University Park and Northeast Retirement Village project sites.
- b. **Haas Center Economics App** was presented by Dr. Rod Lewis who introduced the new “app” that provides national, statewide, and regional economic data for all of Florida’s metropolitan areas. It is the only resource in the state where these up-to-date regional indicators appear on one easy to use dashboard platform. Dr. Lewis introduced the app design team members and stated the Haas Center intends to market the app nationwide.
- c. **FY2012-13 Operating Budget Summary** was presented by Dr. Susan Stephenson. The summary provided a report at the end of the fourth quarter with budget-to-actual results for each fund group and the university’s Life-To-Date Capital Budget is on schedule with the current capital plan implementation. https://ufw.edu/trustees/Sep20_13/OperatingBudgetSummary.pdf
- d. **BP Oil Spill Grant Update**. Janice Gilley, Assistant Vice President for Governmental and Community Relations accompanied by Dr. Brice Harris and Dr. Richard Podemski, gave an overview of funding that is available due to the Gulf Coast Oil Spill and highlighted the areas that UWF has the most potential to receive. There are several funding “pots” available. These funds are derived from civil and criminal fines, administrative penalties, criminal and civil settlements, and government funding. Dr. Harris and Dr. Podemski went over funding that has already been awarded to UWF in regards to the oil spill.
https://ufw.edu/trustees/Sep20_13/Revised_BP_Funded_Projects_2013-09-10.pdf
- e. **2013-14 Legislative Priorities** update and PowerPoint presentation were provided by Janice Gilley. Ms. Gilley gave an overview of UWF's legislative agenda. There are several projects that

UWF is seeking additional funding for including: \$4.5M in Program Enhancements for High Demand regional workforce STEM; Complete Florida received \$2M in non-recurring funds which will be pursued to become recurring; Statewide funding to support the Haas Center; Funding for an Allied Health Sciences facility; and Support Aerospace recruitment and education initiatives across Northwest Florida.

- f. **Academic Affairs Update** made by Dr. Martha Saunders. Dr. Saunders gave compliments to Joffrey Gaymon and her staff on enrollment in the Fall for sustaining record enrollment numbers this fall while increasing high school GPA for our newly admitted freshmen increased from 3.41 in Fall 2012 to 3.52 Fall 2013 and SAT and ACT scores increased as well for incoming students this fall. Dr. Saunders reported that our International student enrollment is also up. We currently have 582 international students at UWF from 98 countries. Provost Saunders reminded everyone that UWF is in the midst of conversations regarding academic reorganization. Meetings are being conducted under the leadership of Bob Dugan for the campus community to engage in serious dialogue. The last restructuring of Academic Affairs at UWF occurred in 1999. Dr. Saunders explained UWF is very different now and this is the next step of academic visioning. She added our goal is to energize academic affairs, improving operational efficiency, financial stability, external impact, natural alliances and increased visibility. Dr. Saunders hopes to have a master plan in place by December, 2013. She discussed how important increasing high impact learning experiences are to the success of our students.

9. ACTION ITEMS

- a. **Presidential Evaluation** –Chairman Bear stated the trustees have had the opportunity to evaluate the president's performance for 2012-13. He stated that all trustees have received the results of the presidential evaluation in their meeting packets. He stated the president's performance was an A- to a B+. He added there are items the president's performance is measured on that are well beyond her control because some decision making occurs outside the walls of this university. Chair Bear said the score she achieved was well above what he expected. Chairman Bear opened the floor to comments. There were no comments made on this item.

Next, Chairman Bear said that the BOT is required, via the presidential contract, to have an annual discussion about President Bense's compensation. He explained Foundation funds are available to increase President's Bense's base salary.

The trustees discussed their thoughts and ideas.

Trustee Hill asked if there were other areas the Foundation funds could be spent and used.

Trustee Jones said that he is favorable to compensating and rewarding excellent work. He said he would prefer the board look at staying more in line with what we are adding to our faculty and our staff, perhaps the 3-3.5% range. He added that when looking at bonus pay we should look a little less than maximum.

Trustee Dana stated that looking at salary comparable to other SUS Presidents is important, especially if and when we are recruiting again, we will be competing with other universities.

Trustee Patel said we need to look at President Bense's performance. Her performance outweighs the competition of the other universities within the state system. He said Dr. Bense needs to be ranked higher on the state scale of presidents' salaries. She is currently number nine.

Chairman Lewis said it is important to look at the compensation packages offered to other presidents within the State University System.

Trustee May said he appreciates Dr. Bense's efforts, but he respects Trustee Jones' comments. He mentioned his concern for the morale on the campus when we consider an increase at the max when other faculty and staff and others who support her will not receive.

Trustee Hough said we all "choose" to be here, trustees, faculty, staff, students. He said that just the bonus amount being proposed for Dr. Bense is more than some faculty and staff make in a year.

Trustee O'Sullivan described a mathematical approach to the increases and bonus based on the ratings on President Bense's performance evaluation.

Chairman Bear said he had a lengthy conversation with the Chancellor. He stated the Chancellor discussed President Bense's participation with the Board of Governors and with the other presidents within the State University System. Chairman Bear said the Chancellor said of all the presidents in the system, he has more respect for President Bense than all the others. Chairman Bear said he is very proud of the report he received from the Chancellor and he appreciated the comments of Trustee Jones, Trustee May and all the trustees present.

Chair Bear asked for a motion to adopt the Presidential Evaluation 2012/13 and Delegate the BOT Chair to submit an evaluation summary to the Board of Governors.

Motion by: Trustee Suzanne Lewis

Seconded by: Trustee LuTimothy May

Motion passed unanimously.

Chair Bear asked for a motion to increase President Bense's compensation, using UWF Foundation funds, \$14,750 and in addition to offer her a \$39,000 bonus.

Motion by: Trustee Mort O'Sullivan

Seconded by: Trustee Jay Patel

Motion carried.

b. **Memorandum of Understanding with United Faculty of Florida** was presented by Dr. Brendan Kelly.

Chair Bear asked for a motion to approve the ratification of the University Faculty of Florida-University of West Florida Memorandum of Understanding signed by the parties on August 16, 2013 implementing

the terms of the Memorandum of Understanding. https://ufw.edu/trustees/Sep20_13/MOUUFF.pdf
Motion by: Trustee Jay Patel
Seconded by: Trustee Garrett Walton
Motion passed unanimously.

c. **Memorandum of Understanding with the American Federation of State, County and Municipal Employees, Local 2201** was presented by Anita Schonberger.

Chair Bear asked for a motion to approve the ratification of the American Federation of State, County, and Municipal Employees (AFSCME), Local 2201-University of West Florida Memorandum of Understanding signed by the parties on July 31, 2013 implementing the terms of the Memorandum of Understanding. https://ufw.edu/trustees/Sep20_13/MOUAFSCME.pdf

Motion by: Trustee Richard Hough
Seconded by: Trustee Dave Cleveland
Motion passed unanimously.

d. **UWF Metric for Performance Funding** was presented by Dr. Dottie Minear.

A motion was made to adopt the UWF unique metric for recurring funds for students 25 years of age and older for performance-based funding and provide to the Board of Governors by October 15, 2013. This metric will be used as one of the criterion to determine UWF's portion of performance funding if received from the Florida Legislature.

https://ufw.edu/trustees/Sep20_13/PerformanceMetric.pdf

Motion by: Trustee Pam Dana
Seconded by: Trustee Mort O'Sullivan
Motion passed unanimously.

e. **Football Resolution** was presented by **Dave Scott** and **Gordon Sprague**.

A motion was made to adopt the proposed Resolution 2013.3 in support of enhancing University of West Florida's Student Life and playing football in Fall of 2016.

https://ufw.edu/trustees/Sep20_13/Resolution2013.3.pdf

Motion by: Trustee Chris Hill
Seconded by: Trustee Jay Patel
Motion passed unanimously.

OTHER BUSINESS

Trustee Pamela Dana announced the 65th Annual Destin Fishing Rodeo will be held October 1 – 31, 2013. She explained that Bruce Cheves Day is October 16th. Mr. Cheves, weigh master of the Destin Fishing Rodeo, was presented the UWF Presidential Medal of Honor by the President at the 2013 UWF Spring Commencement.

Upcoming Events

- Sept 26** President Bense will deliver the State of the University Address at 10:00 am in the University Commons Auditorium and the annual campus-wide BBQ will follow.
- Nov 18** BOT Committee Meetings will be held in the Scenic Hills Country Club Meeting Room.
- Nov 19** BOG / BOT Summit which occurs on Nov 20. The BOG will meet following the Summit.
- Dec 13** BOT Full Board Meeting will be held at the UWF Conference Center.
- Dec 14** UWF Fall Commencement at the Pensacola Bay Center.

Concluding Remarks and Adjournment:

Chair Bear asked the trustees to please complete their meeting evaluations and return to Becky.

With no further business to discuss the meeting adjourned at 12:15 p.m.

Respectfully submitted,
Becky Luntsford, recording secretary