

**Minutes**  
**University of West Florida Board of Trustees Meeting**  
**Fort Walton Beach**  
**February 21, 2003**

Trustee Collier Merrill called the meeting of the University of West Florida Board of Trustees to order on Friday, February 21, 2003 at 9:45 a.m. on the Fort Walton Beach Campus, Building 1, Room 126.

Trustees present were:

Honor Bell  
Travis Bowden  
K.C. Clark  
Marny Gilluly  
Sharon Hess Herrick  
Collier Merrill  
Klaus Meyer-Arendt  
JoAnn Morgan  
Joe Rieland  
Eddie Phillips

Others attending:

President John Cavanaugh  
Dr. Parks Dimsdale  
Dr. Deborah Ford  
Dr. Cornelius Wooten  
Dr. Parks Dimsdale  
Dr. Hal White

**Chair J. Collier Merrill's Greetings**

Chair Merrill announced that Trustees Smith, Horner and Epps were unable to attend due to conflicting schedules. He welcomed new Trustees Marny Gilluly, Joe Rieland and Dr. Klaus Meyer-Arendt to the Board. A special 'thank you' was conveyed to Dr. Dianne Barlar for FWB hosting the Board of Trustees February Meeting.

On April 1 & 2, 2003 the Board of Trustees will meet with legislators in Tallahassee. Reservations are at Courtyard Marriott and trustees may contact Keith Goldschmidt or Faye Bowers for assistance.

April 1 4:00 p.m. Meet briefly.

5:00 - 7:00 p.m. Host reception for legislators & government leaders.

April 2 8:00 a.m. - 2 p.m. Meet with legislators.

Finally, Chair Merrill called attention to the Strategic Planning session on the afternoon of June 12 and morning of June 13, 2003. During this time, the trustees will meet with Dr. Cavanaugh and Foundation President Buzz Ritchie to discuss having the Foundation join the Board of Trustee for a joint meeting at which strategic planning for the next 10 years would begin.

#### President John C. Cavanaugh's Greetings

- Dr. Cavanaugh introduced and welcomed Dr. Deborah Ford, VP for Student Affairs, Hal White, Sr. VP, Gina DeJulio, university counsel. He, also, introduced Faye Bowers who assists Keith Goldschmidt in coordinating the BOT meetings, saying that the tapes are used only in minute preparation and are destroyed upon minutes being completed.
- Dr. Dean Van Galen, VP for Development candidate will be here on Tuesday, February 25, 2003 to meet with search committees.
- The Dean of College of Arts & Sciences search is going well.
- When called upon, Dr. Dimsdale conveyed that two excellent candidates will be interviewing in March. In addition, Dr. Cavanaugh stated that Provost Dimsdale will be retiring and perusing the applicant pool will begin.
- In reference to UWF-FWB and OWCC, UWF has been an excellent model in working with community and junior colleges in the panhandle, and UWF has the same kind of partnership with PJC. UWF has been preparing to bring more programs to FWB due to the 25% increase in enrollment during the last five years. Programs such as nursing and criminal justice, with alternative delivery methods (online and distance learning) being considered. All told, there is incredible potential in joint use with OWCC, which gives both schools the needed space. Alternative Teacher Certification, created through the endless work of Dr. Janet Pilcher, means individuals may become certified by taking an additional 14 semester credit hours and 22 additional credit hours for a master's degree. Online education, Troops to Teachers is attractive to military. Dean Ed Ranelli worked diligently on the Finish in Five MBA program. OWCC President Richburg visited Wednesday, February 19, 2003 in UWF President's Office and both agreed to continue to support all joint programs. The president is pleased with the number of increased programs and the emphasis on capacity and faculty expertise. That means a very bright future at FWB with new options to meet the needs of every individual.
- Dr. Cavanaugh expressed sincere thanks to Dr. Diane Barlar for hosting the meeting at FWB. In addition, he saluted the HAAS Center & SBDC, who both do a lot of work at FWB-OWCC. The Chamber of Commerce and rotary clubs from the FWB area verbalized strong support during the meetings to which he was invited to speak.

### **Approval of Minutes from January 6, 2003 Meeting**

Motioned by Trustee Clark, seconded by Trustee Bell, the approval carried unanimously.

### **Action items**

1) Trustee Bell, in the form of a motion, reflected back on the board's first meeting by saying there is no need to elect different officers at this time, since the board is young and doing well. Trustees Clark and Gilluly seconded the motion, which carried unanimously.

2) Trustee Gilluly moved and Trustee Bell seconded a motion to amend UWF Board of Trustees Bylaws, which is required due to the change in state educational governance and to provide clarity in other areas. It passed unanimously.

3) A motion by Trustee Clark, seconded by Trustee Gilluly, approved the BOT Meeting schedule for 2003-04 which follows:

**August 22 8:30 a.m. Friday** Face-to-Face Meeting

**November 7 8:30 a.m. Friday** Face-to-Face Meeting

**January 9 8:30 a.m. Friday** Conference Call

**February 20 8:30 a.m. Friday** Face-to-Face Meeting

**March 30 & 31 Tuesday & Wednesday** Tallahassee Legislative Session

**May 21 8:30 a.m. Friday** Conference Call

**June 17 & 18 Thursday afternoon & Friday morning** Face-to-Face Meeting & Strategic Planning Workshop

4) In recognition of serving UWF as a Board of Trustee member, the following individuals were cited. Each has resigned his/her duties due to conflicts.

a. Pam Bilbrey

b. Carol Dover

c. Jason Crawford

Trustees Morgan and Rieland motioned and seconded these resolutions of recognition carried.

### **Resolution 2003 - 1**

University of West Florida Board of Trustees

Resolution recognizing Trustee Pamela Bilbrey

*WHEREAS, Pamela Bilbrey has provided dedicated service to the University of West Florida as a member of the Board of Trustees since July 1, 2001, and*

*WHEREAS, Ms. Bilbrey has used her position as trustee to encourage discussion and interest in the issues affecting the University of West Florida, and*

*WHEREAS, Ms. Bilbrey served with distinction as the vice chair of the Finance, Administration and Audit Committee and took a lead role in crafting the University of West Florida Strategic Plan, and*

*WHEREAS, Ms. Bilbrey completed her tenure on the UWF Board of Trustees because of her appointment to the Florida Board of Governors, now therefore*

*BE IT RESOLVED that the University of West Florida Board of Trustees, meeting at the Fort Walton Beach Campus on this 21st day of February, 2003, does hereby commend Ms. Bilbrey for her contributions to the University of West Florida, and,*

*BE IT FURTHER RESOLVED that this resolution be included in the minutes of this meeting, and a copy be presented to Ms. Bilbrey as a token of the board's appreciation and thanks.*

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J. Collier Merrill  
Chair, University of West Florida Board of Trustees

**Resolution 2003 - 2**  
University of West Florida Board of Trustees  
Resolution recognizing Trustee Carol Dover

*WHEREAS, Carol Dover has provided dedicated service to the University of West Florida as a member of the Board of Trustees since July 1, 2001, and*

*WHEREAS, Ms. Dover has used her position as trustee to encourage discussion and interest in the issues affecting the University of West Florida, and*

*WHEREAS, Ms. Dover chaired the Governmental Relations Committee with distinction, and,*

*WHEREAS, Ms. Dover tendered her resignation because of other obligations, now therefore*

*BE IT RESOLVED that the University of West Florida Board of Trustees, meeting at the Fort Walton Beach Campus on this 21st day of February, 2003, does hereby commend Ms. Dover for her contributions to the University of West Florida, and,*

*BE IT FURTHER RESOLVED that this resolution be included in the minutes of this meeting, and a copy be presented to Ms. Dover as a token of the board's appreciation and thanks.*

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J. Collier Merrill  
Chair, University of West Florida Board of Trustees

**Resolution 2003 - 3**

University of West Florida Board of Trustees  
Resolution recognizing Trustee Jason Crawford

*WHEREAS, Jason Crawford has provided dedicated service to the University of West Florida as a member of the Board of Trustees since May, 2002, and*

*WHEREAS, Mr. Crawford has used his position as trustee to encourage discussion and interest in the issues affecting University of West Florida students, and*

*WHEREAS, Mr. Crawford was instrumental in creating a smooth presidential transition for the University of West Florida, and*

*WHEREAS, Mr. Crawford served with distinction on the Academic and Student Affairs Committee, and*

*WHEREAS, Mr. Crawford, as a member of the National Guard, was called to active duty in January and therefore had to resign his position, now therefore*

*BE IT RESOLVED that the University of West Florida Board of Trustees, meeting at the Fort Walton Beach Campus on this 21st day of February, 2003, does hereby commend Mr. Crawford for his contributions to the University of West Florida, and,*

*BE IT FURTHER RESOLVED that this resolution be included in the minutes of this meeting, and a copy be presented to Mr. Crawford as a token of the board's appreciation and thanks.*

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J. Collier Merrill  
Chair, University of West Florida Board of Trustees

5) General Counsel, Gina DeJulio submitted a correction relating to the Purchasing Rule in reference to original item presentation to Board on January 6, 2003.

Item 6C6-

6) Participants in Project Development.

a. No person or firm who performs a feasibility study for potential implementation of a subsequent contract, develops a program for future implementation or participates in the procurement development process shall be eligible to contract with the University for projects related to the specific subject matter unless such contracts are awarded as required by the rules relating to the competitive solicitation process.

Motion to amend the rule as states was made and seconded by Trustees Clark and Gilluly. It passed unanimously.

### **Informational item**

1) BOT committee assignments as follows:

Executive Committee

Collier Merrill, Chair

Eddie Phillips

Lornetta Epps

President John Cavanaugh

Finance, Administration & Audit Committee\*

K.C. Clark, Chair

Sharon Hess Herrick, Vice Chair

Marny Gilluly

Lornetta Epps

Academic and Student Affairs Committee\*

Roy Smith, Chair

Honor Bell, Vice Chair

Joe Rieland

Klaus Meyer-Arendt

Governmental Relations Committee\*

Travis Bowden, Chair

JoAnn Morgan, Vice Chair

Charles Horner

Eddie Phillips

(\* Note: The Board of Trustees chair is an ex-officio member of these committees.)

### **Committee Reports**

**Academic and Student Affairs Committee**

Trustee Bell presided in Trustee Smith's absence.

1) Adopt/approve implementation of Hospitality, Recreation and Resort Management Program in the fall of 2003. Dean Janet Pilcher addressed the board commenting that it will be a collaborative cooperative program and/or community partnership thus having minimal costs. Two other programs will be brought to the BOT at a later date. A motion by Trustee Bell, seconded by Trustees Morgan & Rieland, carried unanimously.

2) The full BOT must approve tenure as condition of employment for Hal White, Sr. VP who came to UWF in January 2003 after being approved by the Academic and Student Affairs Committee unanimously. Trustee Bell motioned and seconded by Trustee Clark. It passed unanimously.

3) Trustees Bell and Bowden motioned and seconded that the UWF BOT adopt the gender equity in athletics report as presented by Richard Berg who stated that UWF is in compliance with the Title IX male/female percentages being exactly with student enrollment. Trustees voted unanimously to adopt and approve.

4) Establish Educator Performance Institute presented to the BOT as an informational item deemed necessary for UWF to, in the future, recap funds through development of student products being marketed by Measured Progress. Dean Janet Pilcher reminded the BOT, this is another "no cost" item due to UWF having received \$2.5 million in federal funding during the last three years.

5) Approval of an honorary doctoral degree bestowed upon Mr. Larry Butler came by a motion from Trustee Bell and seconded by Trustee Clark. The BOT was informed that Mr. Butler has promoted UWF music department by initiating special events and chairing non-profit fundraisers to benefit the university and other local agencies. Unanimous approval occurred.

### **Finance, Administration and Audit Committee**

1) Student housing fees, effective fall 2003, were approved by unanimous vote through a motion by Trustee Clark and a second by Trustee Bell.

2) Update on Enterprise Resource Planning System, which is a requirement as part of the change in governance, whereby the university will manage its finances and payroll directly, rather than having its funds maintained in the Florida State Treasury. The new system is expected to cost \$10.4 million during its first five years.

3) Trustee Clark moved to adopt UWF Master Plan with Trustee Hess Herrick seconding. This item carried unanimously.

4) In reference to UWF naming rights, the committee asked that more data be gathered and presented at the next meeting.

A motion and second by Trustees Clark and Gilluly respectively, the BOT approved UWF materials and supply fees for academic year 2003-2004 unanimously.

### **Governmental Relations Committee Report**

Chair Travis Bowden called on Janice Perkins Gilley, UWF Director of Governmental Relations who provided the BOT with a detailed update on the following state legislative priorities:

- Transfer ownership of downtown historic properties to UWF
- Management flexibility (continued devolution of authority)
- Performance standards and accountability measures
- Enrollment growth funding
- IHMC conversion
- Development of the FL Network of Public Archaeology Centers with the principal center at UWF
- UWF pilot program for nursing home nursing students
- Modification of teacher certification programs
- Modification of Bright Futures Scholarship program
- Reduction of the \$152 million backlog in Matching Gifts Trust Fund state matching-grant program. The UWF BOT, at its November 22, 2003 meeting, adopted a resolution encouraging the Legislature in the issuance of bonds to pay for the backlog.

Afterward, Trustee Meyer-Arendt suggested that the list be re-prioritized with budget being in the number one position. Following Director Perkins Gilley's information, Trustee Bowden moved with Trustees Gilluly and Morgan seconding the motion. It passed unanimously.

### **Executive Committee and IHMC Report**

1) Trustee Clark moved to "approve the final language of the bill to convert IHMC into a not-for-profit organization, and authorize the president to introduce that language to the Legislature, making changes, as necessary through the legislative process, and to incorporate the item into the UWF legislative lobbying effort directed by Janice Gilley." Trustee Morgan seconded. It passed unanimously.

2) Trustee Morgan moved "to authorize IHMC to continue to report to the Board of Trustees, through the president, as specified in the Board of Trustees Bylaws." Trustee Gilluly seconded. It passed unanimously.

## **Discussion items**

1) Trustees called on Pam Langham, UWF assistant attorney, regarding unions and the law, in response to UFF UWF Chapter President Nick Powers' comment that UWF is violating the rights of individuals as of January 7, 2003 by not withholding union dues from payroll checks and not encouraging an immediate election to determine whether a union will pass at the university. Following a lengthy, back and forth, discussion the BOT offered support for a free, fair and fast election.

## **Presentations**

- 1) Student recruitment - Dr. Pete Metarko
- 1) Maritime Museum - Vice Admiral Jack Fetterman
- 2) Update on FWB Campus - Dr. Dianne Barlar

## **Other business**

- 1) Trustees amended its Policy on Bestowing Honorary Awards and Recognitions.
- 2) A Resolution in Opposition to Okaloosa-Walton Community College proposal for a Four-Year Nursing Program was approved with a motion by Trustee Clark, seconded by Trustee Gilluly. Trustee Phillips abstained.

Adjournment occurred at 12:25 pm with a motion by Trustee Clark, seconded by Trustee Bell.