

Draft Minutes
UWF Board of Trustees
Academic & Student Affairs Committee Meeting
OWC/UWF - Fort Walton Beach Campus
Room 704
1170 Martin Luther King, Jr.
Fort Walton Beach, Florida

Tuesday, March 7, 2006

8:30 a.m.

Committee Chair Roy Smith called the meeting to order at 8:35 a.m. on Tuesday, March 7, 2006, in Building 7, Room 704, OWCC/UWF Campus.

Committee members present:

Mr. Roy Smith
Dr. Jay Gould
Retired General Chuck Horner
Ms. Catherine Kelly
Mr. Tim Roberts

Also attending:

Dr. John Cavanaugh, President
Dr. Sandra Flake, Provost
Dr. Debbie Ford, Vice President for Student Affairs
Dr. Barbara Lyman, Associate Vice President for Academic Affairs
Dr. Pete Metarko, Associate Vice President, Enrollment Services
Dr. Richard Podemski, Associate Vice President, Dean, Research, and Graduate Studies

Dr. Jane Halonen, Dean, College of Arts and Sciences
Dr. Don Chu, Dean, College of Professional Studies
Dr. Ed Ranelli, Dean, College of Business
Dr. Dana Sally, Dean, University Library
Ms. Nancy Fetterman, BOT Member
Ms. Marie Glass, Coordinator for Administrative Affairs

Chair's Greetings

Chair Smith welcomed everyone to the meeting and stated that Collier Merrill would be unable to attend. He also welcomed Ms. Catherine Kelly as the newest Board member to the committee. He stated that Ms. Jeanne Godwin, another recently appointed trustee, would be present at the afternoon session.

Action Items

1. **Approve Minutes of September 9, 2005:**
http://uwf.edu/trustees/Dec9_05/AA9SEP05min.pdf

Chair Smith asked for a motion to approve the minutes of September 9, 2005. Trustee Gould asked that, under Informational/Discussion Items #2, third line from the end of the paragraph, the second "were" be removed and that a question mark be placed at the end. Also, under item #3, Student Affairs Update by Dr. Ford, paragraph 2, Trustee Gould

remarked that he had expressed a very specific concern and asked that the minutes reflect the following statement at the end of the paragraph: "Trustee Gould noted the lack of whole grain foods and most likely organic foods, and therefore expressed concern about implementing the mandatory meal plan." In addition, he suggested that the recording secretary's name and date of the preparation of the minutes be indicated. Chair Smith asked the changes be reflected within the minutes and asked for a motion to approve the minutes with changes.

Motion by: Trustee Gould
Seconded by: Trustee Horner
It carried unanimously.

2. **Approve Honorary Degree for Mr. Lech Walesa** as presented by Dr. Sandra Flake.

Dr. Flake brought forth the recommendation by the UWF Honorary Awards and Recognition Committee that the degree of honorary doctorate of Public Service be bestowed upon Lech Walesa, former president of Poland and founder of Solidarity. She stated that President Walesa would be at UWF on March 31 for a public lecture and that his visit to UWF would provide an opportunity for interaction with someone who profoundly impacted the latter part of the century. This is an opportunity for UWF students to learn about recent European history. Chair Smith asked Dr. Flake to review the procedure for honorary degrees. Dr. Flake stated nominations were sent to the Honorary Awards and Recognition Committee. The committee reviewed the nomination and made their recommendation to the President. The President authorized the committee to bring the recommendation to the Board through the Academic and Student Affairs Committee. Chair Smith asked for a motion to approve the recommendation.

Motion by: Trustee Gould
Seconded by: Trustee Horner
It carried unanimously.

3. **Approve Emerald Coast Identity** as presented by Dr. Sandra Flake.

Dr. Sandra Flake remarked that due to Dr. Wes Little being ill she would make the presentation and said that a discussion was entered into last fall about significant growth in the areas east of Escambia and Santa Rosa counties, and future opportunities for partnerships in this region for many campuses, like Fort Walton Beach, the new W.E. Combs Campus, Eglin Air Force Base, Hurlburt Field, and Chipola College. She further indicated anticipation of additional types of expansions off-site in this area to serve the needs of education and the anticipated growth in the region. Dr. Flake stated that given UWF is no longer based on one site, it would seem appropriate to create an identity for expansion in this region and the most accurate descriptor for marketing purposes would be to identify the campuses in this area as the University of West Florida Emerald Coast, and then all campuses would be under the same umbrella. She noted the list of names, as well as any future sites, were included in the agenda. She again stressed the importance of a clear identity for this region in collaboration with other institutions for expansion, recruitment, and retention of students. *"The motion is to approve establishing the name, The University of West Florida Emerald Coast, for UWF locations east of Escambia and Santa Rosa Counties."* She stated the breakdown of the campuses would be on the letterhead but the major logo would be the University of West Florida Emerald Coast. Trustee Roberts stated that creating a centralized identity in this area would help Student Government Association have better student body representation. Discussion followed regarding student enrollment count, online enrollment growth, and competition from other universities. Dr. Flake stated that in the Panhandle area, demographics reflect the growth is in on-going education, with

new people moving into the area. In addition, a large part of our growth potential is working collaboratively with the military. Dr. Flake commented that what is different about higher education now is that we are not specifically always campus-based. The Pensacola campus serves the particular need, which offers education alternatives from the large universities in other parts of the state. She continued that it is offering more things here and collaborating with other schools to offer different programs in their facilities. Therefore, the name University of West Florida Emerald Coast is clearly identifiable. Chair Smith asked for a motion to establish the name University of West Florida Emerald Coast.

Motion by: Trustee Roberts

Seconded by: Trustee Gould

It carried unanimously.

Informational/Discussion Items

1. **Academic Affairs Update** as presented by Dr. Sandra Flake.

Supporting documentation: <http://uwf.edu/academic/Planning/planning.html>

Chair Smith asked Dr. Flake to discuss the update on Academic Affairs. Dr. Flake stated that at the last meeting, she provided information about first-time in college students as traditional freshmen and their graduation rate in 4, 5, and 6-year cohorts, as well as their retention rate from first year to second year. Also discussed was "*how to compare transfer students who come in with an AA degree to our third year students*". Dr. Flake stated the comparison does not work for UWF yet; however, the university is researching procedures to get the data to work. Many factors have to be considered in this process, such as whether the students have the equivalent of 60 credits for an AA. When students come to UWF, they are essentially beginning their junior year. They could be in their third, fourth, fifth, sixth, or seventh year of school depending upon how they acquired those 60 credits, whether they were in and out of school, and if they worked during that time. She briefly discussed graduation rates for women and men, as well as African-American, Hispanic, and Asian students in FY 2000 and 2001. She further stated the University needed to look at how to make the transition smoother for students because first time in college AA students graduated very closely at the same percentage level as other students. She stated that five years is a much more typical graduation period for a baccalaureate degree at this point. Discussion followed regarding graduation rates for traditional and non-traditional students and the ability to capture the information from our data system. Trustee Horner noted the state gives credit to institutions whose student bodies complete the degree in five years. However, if schools are going to serve the needs of the neighborhoods, they are going to have to deal with two different kinds of students, those who complete the program in four years and those who work or are in continuing education. The issue is to get the state to recognize that there are two different kinds of students and for the University to be able to differentiate between the two. Chair Smith stated that the president had made this point several times. However, the University is at a disadvantage due to the large group of part-time students, as compared to the University of Florida, which is essentially traditional. Chair Smith also stressed the need to be able to differentiate the two. He and Dr. Flake believe the state perceives this to be an economic issue. Trustee Roberts stated there might be potential for the University if it could market to the legislature that most of the students at the Emerald Coast campuses are not fulltime. Dr. Metarko commented that when you take into account the community colleges, many students take remedial work, which takes them longer to get through their associate degree. When they come to UWF, most of them take only 9 hours, which equates to a 6-7 year cycle. The other thing to be considered is that the enrollment at the community colleges and UWF were affected by a major hurricane. Trustee Gould said the state is far too interested, in his opinion, in quantity and not quality. He stated the state should be more concerned about the quality of the students that are graduating, than the length of time it takes for the students to learn more. Chair Smith stated the state is pushing on the accountability end, too. Trustee Roberts mentioned that the

state has to consider the 15,000 new students in SUS last year alone, the lack of faculty, and the energy costs increases. Trustee Kelly noted employers have increasingly moved to the vocational side instead of the 4-year side, stating there is a need for skilled labor. The University has to work on the employer side as well in demonstrating the benefit and value of a 4-year degree. Discussion followed regarding the costs of educating students, classroom space, library use, the fixed cost of an institution, Bright Futures, working students, location of the University, and good paying jobs for graduating students.

Trustee Gould indicated a concern regarding the descriptive statistical data. He stated in order to interpret the data, one needs inferential statistics. With inferential statistics, sample sizes are taken automatically into account so one can tell if the statistics are meaningful or likely due to chance. Trustee Horner stated it would not be meaningful unless the data was compared to other institutions. Dr. Flake responded that when the University is compared to like institutions with the AA graduation data and with first time in college graduation data, UWF is right in the middle of that group. Trustee Gould remarked the University has a lot of work to do if it is going to become the best. Dr. Flake stated that is exactly one of the reasons why they have been reviewing the data. The University needs to see where it stands in comparison to other schools in order to set some targets. One thing the data showed is how we retain students. The first step towards graduation is to continue to have the student enroll. If a student stops for even a semester, the odds of them coming back are less than if carrying only three credits and continuing to work at it.

Chair Smith asked Dr. Metarko if UWF has raised the admissions standards. Dr. Metarko responded that we have, basically, the same standards that we used last year, but we are pulling up the bar on the remedial side. Over the last ten years, the University has had a slight increase in its standards, both in test scores and high school GPA. Trustee Kelly asked Dr. Flake of which schools does UWF compare itself? Dr. Flake said they reference the information from Integrated Postsecondary Education Data Systems (IPEDS), a national source. IPEDS provides a list of regional comprehensive institutions with a relatively similar admissions profile and with a parallel set of degrees. Trustee Kelly asked if any universities within Florida were used to compare to UWF. Dr. Metarko replied the closest one is North Florida, but their makeup is changing. Dr. Flake also stated there are different populations in the Florida institutions, some of them are research institutions. UWF is considered "comprehensive" in that it offers a wide range of Master's programs and research though it is not UWF's primary mission. Other discussion included comparing socioeconomic levels, different varieties of demographic data, and being located in a relatively impoverished part of the state. Dr. Flake stated that if we compare ourselves to institutions that have similar student profiles, then we should be as successful as they are or better in retaining those students to graduation. Trustee Horner maintained the issues are to create an identity, measure against that identity, and then argue to ensure that identity is accepted.

Chair Smith asked Dr. Ford to elaborate on part of the retention issue pertaining to new dormitories and campus life. Dr. Ford affirmed that having on-campus housing and a vibrant campus life is a tool that really creates an opportunity for students to be retained, that it is not always academic. She continued that sometimes it is financial and sometimes students have to 'fit' with the institution. She believes UWF creates opportunities and allows students to enhance their lives in ways that will benefit them for many years. She agreed with Trustee Horner that UWF has to define its identity, identify how to measure that, and then go out and tell the story. Discussion followed concerning how to present the data to reflect the quality of our students and the effect of military deployment on the students.

Dr. Flake gave an overview of the academic goals for this year. She indicated if the goals were met, were in progress, or were not met. She noted they had gotten involved in developing hiring plans, so the colleges were now looking at reallocation of lines internally from programs that may not need to fill a replacement line to a program that needs expansion. They are working on a recruitment plan to increase the diversity of the faculty. They have focused on research and planning strategies that should result in an assessment of where we are in terms of minority faculty hires. They have identified some approaches to increase faculty diversity and provide rewards or sanctions as they move forward with this process. They have initiated the joint Academic Affairs Faculty Senate Task Force on Tenure and Promotion. Trustee Horner asked Dr. Flake to give her recruitment philosophy and the success of such. Dr. Flake replied that her recruitment policy is to recruit the best possible candidates who are interested in being both teachers and scholars, who care about being engaged with the students in the classroom, and who do research or scholarly activities that will be disseminated out to their profession. In terms of success, she feels that they are doing quite well at the moment, considering they have been slowed down by rumors of hurricanes. Chair Smith asked if we were able to meet the market in terms of competition. Dr. Flake responded that in terms of salary, we are competitive based upon the CUPA averages. Her philosophy beyond that is to retain faculty and to provide them with appropriate support structure so they can develop effectively as teachers and scholars and be promoted and tenured. Other discussion included concerns about retaining good candidates, creating a 'family' environment, having a diversity friendly community, and having resources available to meet the needs of a department. Dr. Flake continued her presentation by discussing the goals, undergraduate research, distance enrollment, and extended campuses.

Dr. Flake stated that she meets monthly with Dr. Ford to work collaboratively between their two units. Dr. Metarko holds monthly enrollment update meetings with Enrollment Services, Student Affairs, and the Deans. These meetings have been so popular that people want to join the group to get the same information. The Director of Admissions presents an overview of the Admissions Office to the Housing staff regarding the recruitment strategies. The Dean of Students has met with the recruiting staff to present leadership program information available at UWF. They also provide financial aid training to orientation leaders. They have revised the student recruitment plan. She noted one issue is that Florida is slower in receiving first time in college student applications this year than in previous years due to the two major hurricanes and the out-of-state tuition. Chair Smith asked what the main obstacle was in terms of recruitment in order to meet our objectives. Dr. Metarko responded that it is the distance to the other parts of Florida, and that private schools give vouchers, which puts the tuition down to about the same cost as ours. However, he stated they have had wonderful success from Alabama with the differential; applications are way above from last year.

Dr. Flake stated they have begun implementing undergraduate research programs and have received a great response from both faculty and students. She anticipates the program will be expanded. They will improve and develop governance procedures for both academic foundations and general studies. Trustee Gould asked if UWF was still restricted by the state by nature of the courses offered in general studies and the number of hours. Dr. Flake responded that we are, but not restricted by how we deal with academic learning compacts in general studies. This can help differentiate our curriculum even though it is covering the same subject matter. She further stated we have been successful using technology to develop and improve processes and methods of delivery through the Academic Technology Center online. As an example, they are conducting a student support tool for online learners called "Ready" that will help assess students' strengths and weaknesses before they take online courses. She also noted other technology improvements in the areas of the College of Professional Studies, Graduate Studies, and the Library.

Dr. Flake stated they have not completed the revision and implementation of the intellectual property policy for e-learning. There is a task force working with the Executive Vice President Hal White. Chair Smith asked for clarification. Dr. Flake stated this is in regards to faculty who develop online courses, what their rights are in the uses of those online courses, how that changes whether they have been paid to develop them or not, and who can or cannot teach them should they leave the University. Trustee Gould gave a brief description of the current policy. Dr. Flake reiterated there were a number of issues that needed to be worked out in order to be consistent and fair. She continued to note additional strategies to enhance and promote faculty research, scholarship, and creative activities.

For planning and implementation of academic leadership programming, Dr. Flake stated they were planning six academic leadership fellowships next year for faculty, as well as continued leadership development for graduates of the University's Lead program. They have revised the academic program review calendar to reflect a seven-year cycle, rather than five-year cycle, which is now what the state allows. Discussion ensued regarding existing academic program reviews, the outcome of the reviews, and the accreditation process. Trustee Gould remarked that sometimes the impact of an academic program review could be dramatic. He cited an example of when an outside analysis indicated that the English and Foreign Language Department should be separated to allow growth. Dr. Flake stated logical expectations would be that deans would implement what they learned from the program reviews in both their college goals and in their budget requests. Anything that comes from program reviews will be analyzed and be cycled into the next year or the following year. Continued discussion included having different mechanisms of communicating to the campus the positive outcomes, summary reports on results and follow-up actions, and using the reports as a possible recruiting tool.

Dr. Flake stated they were in the process of implementing the first cycle of the Academic Learning Compacts. They are trying to streamline, coordinate, and ensure the definitions are the same so they can use the same data in more than one situation. In addition, they are trying to use data to analyze how they can make a recommendation for tuition pricing for out-of-state students, for graduate students, and for areas where they want some flexibility.

Dr. Flake stated they would be implementing a one-step program designed for diversity. She stated their goals are to triple enrollment at the extended campuses over the next five years; continue to develop undergraduate student retention and graduation rate improvement; and implement an ongoing student recruitment plan with a focus on underrepresented groups. They hope to continue a high profile in the development of learning compact assessment. They would like to continue the high profile of our goals in national leadership. She noted that President Cavanaugh has been put on the national scene with his work in disaster recovery and crisis management. She stated she is chairing the Chancellor's task force that is working on disaster recovery planning for all the universities. Dr. Ford is also assisting in this effort. Trustee Horner suggested reviewing the military disaster planning. Trustee Gould asked if the state helped UWF to recover the costs from the hurricane disasters. Dr. Flake responded, generally, they have and noted that last year the University received over \$5 million in one-time funds to cover the gap between FEMA and state insurance. Dr. Ford said the Finance Committee prepared a report about the hurricane to show where the gap was and how much had been recovered. Chair Smith asked about classroom shortages and schedules. Dr. Flake said she did not feel we had a shortage of classrooms, and discussed how the current scheduling process is doing reasonably well. She noted, however, the problem was having the data show that they are fully utilizing the buildings and resources. Dr. Ford stated they are experimenting with using some of the CFPA's main stages as classroom space for larger classes. Concerns were expressed regarding class sizes at the CFPA and the demands of having one-on-one interaction with students in large classes. Dr. Flake responded that a program reviewer, who is a resident expert

in this area, would be on-site soon to discuss this initiative. She reiterated that the key is to be able to help students feel they have a community where they fit and to be able to provide them with support and access, including support systems that will be responsive to e-mails. In addition, Dr. Flake acknowledged the Nursing faculty is having successful discussions with PJC to relocate classes to the PJC Warrington campus. Dr. Flake commented this is one of our PJC partnership initiatives. They want to make it as seamless as possible for a nursing student to go from an RN with PJC, to a BSN and an MSN with UWF, then to a doctoral degree online through the University of Florida.

Trustee Kelly remarked about the President's long-range plan, and questioned if there was a way to correlate those focus areas with that plan. Dr. Flake explained that it would involve structuring a concerted plan based upon strategic academic plans. She stated they could provide appropriate instruction and the sites that are needed for internships and other types of programs, for example, Nursing. They are trying to find other ways to attract students in other fields, using alternative certifications and other opportunities to bring in teachers. Dr. Flake continued that where students go in terms of their academic degree is partly controlled by them and partly controlled by what we have available to them. She commented that Florida's funding for higher education is based on growth. She stated the University has to grow but it has to figure out where that growth is possible. Some of those possible areas (Nursing, Engineering, Computer Science, and Education) are among the most costly programs, which make it challenging. Trustee Kelly stated knowing that helps her as a fundraiser, an advocate, and a recruiter. Chair Smith stated we have tried to adapt our programs to meet the changing market demand.

2. **Significant Student Accomplishments and Recognitions** as presented by Dr. Debbie Ford with supporting documentation: <http://uwf.edu/StudentAffairs/BOTinfo/index.html>

Chair Smith asked Dr. Ford for an update. Dr. Ford gave a brief overview of student accomplishments. She highlighted the following: two Biology students returned from a 7-week oceanographic research cruise to Antarctica along with one of our faculty members. College of Business students took the major field test in business and scored in the 80% nationally, compared to over 80,000 students that were examined in over 450 institutions. Of that, nine of our students scored in 95th percentile. Public History students performed fieldwork associated with assessing the damage at St. Michael's cemetery, which was recently vandalized. Trustee Roberts remarked that in the next couple of weeks, one of Dr. Clune's Master's classes would be publishing weekly articles in the Pensacola News Journal regarding the lives of the people they discovered. Trustee Nancy Fetterman stated she has also been associated with St. Michael's Cemetery Foundation for many years. She noted that those same students are going to do a Palm Sunday experience with them, telling the stories they researched at St. Michael's Cemetery. The archaeologists would also be there telling how they took care of the gravesites. She further commented that these students have done an outstanding effort of preparing the cemetery for preservation.

Other highlights noted by Dr. Ford were an MBA student received a distinguished writing award for her paper that she wrote along with a faculty member; one of the Medical Technology Program students, who graduated almost two years ago, is now at the FSU College of Medicine; and several students have received scholarships. Students from the Music Department will be performing at the UWF Day at the Capitol. One of the seniors graduating from the Music department will share his UWF experience at the next May Board meeting. Fourteen of the Nursing students (7 juniors and 7 seniors) participated in a mission's trip to Biloxi, Mississippi. Dr. Ford read an excerpt from a story that the students had written about their trip. She stated there were many examples of this type of student efforts. She continued that at the full board meeting,

she would tell about the accomplishments of the national flag football championships, which resulted in a \$1 million positive impact on Pensacola during the holiday break. She also noted they were asked by Florida Trend to recommend outstanding students. Though a UWF student was not selected by Florida Trend, ten of our students, who will be graduating in May, were nominated. Lastly, students in the Writing Lab continue to excel and help other students improve their writing skills.

Next, Dr. Ford gave a brief update of things happening within the division. She noted that Dr. Jeff Pollard, who served as the Director of the Counseling Center and Health Services, had taken a new position at George Mason University in Virginia. He will be leaving at the end of this academic year and will be serving as the Director of Counseling there. Dr. Rebecca Magerkorth, who is currently the Director of Student Health and Wellness, will be stepping into the position as Director of the Counseling Center and Health Services. Dr. Ford stated they are searching for a Director of Career Services and Experiential Learning. Their interim director, Lynn Hansen, has done an excellent job. She stated a search process is also underway for an Associate Director as part of the Career Services and Experiential Learning team to lead their service learning efforts in Volunteer UWF. They have appointed a search committee to find a Dean of Students. Dr. Rick Barth, who served as the Dean of Students, now serves as the Director of Admissions. Presently, LuSharon Wiley is serving as Interim Dean of Students.

Dr. Ford stated the spring sports program is in full swing with baseball, softball, tennis, golf, and cross-country. She recognized the women's basketball team, which is in the southern regional tournament for the NCAA. The men's basketball team ended the season. They did not have the season they had hoped for due to injuries, but are gearing up for next year's games. Dr. Ford stated the NCAA has asked UWF to host the first ever Division 2 sports festival for the fall championships, November 11-15. UWF will host intercollegiate championships for over 800 student athletes, which will have about a \$2.5 million impact on our community.

Dr. Ford stated Greek Affairs decided to create new student involvement opportunities in order to enhance student retention. They invited the Alpha Phi Omega sorority to join the campus, as well as the Kappa Sigma fraternity to expand on our campus. They have received great support from local alumni of those chapters, as well as from their national offices. In a time when many campuses are saying "no" to sorority and fraternity expansions, we are saying "yes" because we believe the quality of our programs, as well as the positive influence they have on our campus, can be continued.

Dr. Ford stated the Career Fair is on campus today. They have over 40 employers interviewing with our students. They understand the importance of high paying jobs for our students. They have increased the number of employers who are coming to our campus to look at our students.

Dr. Ford stated she would like to provide a PowerPoint presentation at the next Board meeting to share where they are in their strategic plan within the division. She said that she would reveal some data they have about our students and how we compare nationally to other institutions within the National College Health Association.

Dr. Ford opened the door for discussion from the Student Affairs perspective. Chair Smith stated he was interested in how they were recruiting for a Director of Career Center. Dr. Ford responded that it was a top priority to bring someone in who will work collaboratively with our faculty colleagues and deans. The team that is there now has worked closely with our faculty colleagues to make sure that we are creating opportunities for networking so that our students are well prepared and have a competitive advantage when they are in the marketplace. She further noted the Career Waves program is an example of how they become prepared. Career

Services and Volunteer UWF will form Career Services and Experiential Learning, which must be integrated with the academic activities on campus.

Chair Smith remarked that recent Chronicle articles have noted that other universities are using the Greek society to stop binge drinking. Dr. Ford stated that we hold our students accountable when they are involved in incidents with this type of behavior. She noted the American Association of State Colleges and Universities developed a trend called the Congruence of Values. They have asked higher education leaders to hold Greek letter societies accountable for appropriate behaviors. Greek letter societies are founded on leadership, scholarship, service, and friendship. UWF wants to ensure that scholarship is a first priority for our organizations. She continued that they are dedicating and reallocating resources within the division to instill that level of accountability. Fraternities and sororities have academic standards they must meet in order to pledge. Brief discussion followed regarding Greek organizations versus student organizations and the funding thereof, as well as the GPA average of Greek organizations as compared to students overall at the University. Trustee Gould remarked that it would be nice to make available the average GPA in various fraternities and sororities to incoming students, especially for Rush events.

3. Program Change Information as presented by Dr. Barbara Lyman

Supporting documentation: Approval of advanced non-doctorate degree programs:

http://uwf.edu/academic/Programs/Documents/Memo_on_Specialist_Degrees-02062006.pdf.

Pre-pharmacy A.A.: <http://ccr.enroll.uwf.edu/ccr/programview.cfm?ccrid=6191>

Pre-pharmacy B.S.: <http://ccr.enroll.uwf.edu/ccr/programview.cfm?ccrid=6075>

Med Tech B.S.: <http://ccr.enroll.uwf.edu/ccr/programview.cfm?ccrid=6050>

Health Ed/N&F, M.S.: <http://ccr.enroll.uwf.edu/ccr/programview.cfm?ccrid=6100>

Chair Smith asked Dr. Lyman to discuss program changes. Dr. Lyman stated one information item that involves program changes has been made. On January 25, the Board of Governors gave the BOT additional authority in terms of approval for new programs. She stated they plan to do a summary after the academic year that will include all of the program changes that have been approved. She noted several programs that had specializations added to them, such as the Associate of Arts and Bachelor's of Science degree programs have added Pre-pharmacy. She stated program name changes reflect greater currency to what is going on in the field. She listed two such program name changes: Medical Technology to Clinical Laboratory Sciences, and Health Education/Nutrition and Fitness program to Health Promotion and Worksite Wellness.

4. Update on the UWF Quality Enhancement Plan (QEP) as presented by Dr. Barbara Lyman

Dr. Lyman stated she wanted to provide an update on their Quality Enhancement Plan, which is tied to the institution's SACS accreditation. She highlighted progress in the implementation of the plan, which covers 2005-2010. She gave a brief background of the goals of the QEP and reiterated that it is a focused course of action to improve student learning. The development is to involve significant participation by the University's academic community. The theme of QEP at the University is "Creating Communities of Learners through Active Learning and Student Engagement". She emphasized that whether students are in large or small classes, students should be involved in active learning. There are assessments in place to see how well those learning objectives are accomplished and that the results of those assessments are used to inform and improve curriculum instruction. She stated they revised the goal of the QEP, as advised by the visiting SACS committee. They refocused around three goals instead of the original five, all related to project management. The three goals involve improving student learning of knowledge skills and abilities to project management, increase active behavioral strategies around project management, and provide opportunities to faculty and staff development. She briefly discussed the milestones that were charted from 2005-2006 through

2009-2010. She will continue to monitor the report on the Quality Enhancement Plan in order to have a significant assessment of the QEP proposals.

Chair Smith asked if there were any other accreditations forthcoming other than the College of Business. Dr. Flake responded they are currently in the accreditation process for Music, Engineering, Medical Technology, and Nursing.

Other Items

Chair Smith noted there were no further items to be brought before the committee. Trustee Gould thanked everyone for thorough and clear reports. Dr. Flake mentioned that if anyone had suggestions for topics, to share those with her.

Motion to adjourn was made by Trustee Roberts and seconded by Trustee Gould.

Adjournment

The meeting was adjourned at 11:17 a.m.

Respectfully submitted,

Marie Glass, Recording Secretary
April 11, 2006