Committee member, Trustee Ted Fox called the meeting to order at 11:25 a.m. with the following committee member present: Ted Fox.

Trustee Bob Sires participated by conference call.

Other trustees in attendance: Mort O’Sullivan, Dave Cleveland, Greg Britton, Bob Jones, Lewis Bear, Jr., Jay Patel, LuTimothy May, Jake Hebert and Dick Baker.

Others in attendance: Dr. Martha Saunders, President; Dr. George Ellenberg, Interim Provost; Dr. Kevin Bailey, VP Student Affairs; Dr. Steven Cunningham, VP Finance & Administration; Dr. Meredith Brunen, Interim VP University Advancement; James Felder, Interim General Counsel; Ms. Betsy Bowers, AVP Internal Auditing; Dr. Jay Clune, Vice Provost; Dr. Kim LeDuff, AVP, Dean, University College; Dr. Joffery Gaymon, AVP Enrollment Affairs; Ms. Cynthia Talbert, Internal Auditor III, Internal Auditing; Mr. Dan Bevil, Internal Auditor II, Internal Auditing; Mr. Matt Packard, Compliance Officer, Compliance; Ms. Ellen Till, Director, Business Affairs & Auxiliary Services; Dr. Michael Huggins, Dean, CSE; Dr. Ed Ranelli Senior Advisor and Consultant, COB; Dr. Steve Brown, Dean, CASH; Dr. William Crawley, Dean, CEPS; Dr. Ermalynn Kiehl, Dean, COH; Dr. Tim O’Keefe, Dean, COB; Dr. Vanee Cao-Nguyen, Director SDRC; Dr. Bob Dungan, Dean of Libraries; Dr. Brandon Frye, AVP, Dean of Students; Ms. Megan Gonzalez, Executive Director, University Marketing and Communications; Chief John Warren, University Police; Dr. Vannee Cao Nguyen, Executive Director, Office for Equal Opportunity and Accessibility; Ms. Kelley Brundage, University Registrar; Dr. Brice Harris, AVP, Haas Center; Dr. Rebecca Kennedy, Director, Health, Counseling and Wellness Center; Mr. Billy Pollard, Senior Associate Controller, Financial Services; Mr. Chip Chism, Director, Parking & Transportation Services; Ms. Karen Rentz, Director, Title IX and Equal Opportunity Programs; Ms. Robin Zimmern, Associate Dean, Student Affairs; Ms. Sandra Thompson, Director, ITS; Ms. Melanie Haveard, Executive Director and CTO, ITS; Dr. Jenae Burkart, Faculty Technology Support Specialist, ITS; Mr. William Coleman, Lead Classroom Technology Engineer, ITS; Mr. Pat Crawford, Executive Director, WUWF Public Media; Mr. David Scott, Athletic Director; Mr. Tony Nguyen, Associate Athletic Director; Ms. Lisa Berneau, Assistant General Counsel; Ms. Lauren Loeffler, Director Career Services; Ms. Jamie Sprague, Assoc. Director, Human Resources; Ms. Angela Jones, Director, Procurement and Contracts; Dr. Claudia Stanny, Director, CUTLA; Mr. Daniel Lucas, Assistant Vice President, University Advancement; Eric Ingerman, Production and Tech. Services Coordinator, University Commons; and Becky Luntsford, Assistant Corporate Secretary to the Board of Trustees.
GREETING

Trustee Fox welcomed everyone in attendance and explained the Committee has two action items and two information items on the agenda.

ACTION ITEMS

1. **Approval of Amendment of UWF/REG 3.017 Student Educational Records.** University Registrar, Kelly Brundage made this presentation to the Committee.

   Ms. Brundage explained to the Committee that the proposed amendments are requested to ensure consistency across campus by providing for a definition of “in attendance” to clarify when FERPA rights first apply, and to update the designations of what is considered directory information by the University. Directory information is the information available about a student that is not considered harmful or an invasion of privacy if disclosed. While federal and state law protect the privacy of educational records, directory information is not treated as confidential by law and may be disclosed by the University without student consent unless the student has requested a privacy hold.

   Trustee Fox made a motion to recommend the full Board, at its March 23, 2017 meeting, Approve Amendments of UWF/REG 3.017 Student Educational Records as set forth in the documentation provided to the Committee.

   Motion by: Trustee Mort O'Sullivan
   Seconded by: Trustee Bob Sires

2. **Approval of Proposed Revision to UWF/REG 3.030 Academic Misconduct.** Dr. Brandon Frye, Assistant VP and Dean of Students made this presentation to the Committee.

   Dr. Frye explained that per UWF regulation, UWF/REG-3.030 Academic Misconduct [Code] shall be reviewed every three years under the direction of the Provost, by a committee composed of at least 50 percent students.

   **Committee:**
   *Faculty*
   Dr. Kimberly McCorkle, (CEPS)
   Dr. Justin Davis (COB)
   Dr. Kristina Killgrove (CASSH)
   Dr. Ron Belter (HM-COES/COH)
   Dr. Brandy Strahan (COH)

   *Students*
Methods:
The committee met over a period of approximately 9 months to review, update, and revise UWF/REG-3.030.

During the process, the committee reviewed best practices related to academic misconduct codes.
- Utilized BOG Regulation 6.0105 Student Conduct and Discipline
- Reviewed SUS Codes

Stakeholder/Shared Governance Review:
- Provost’s Office review conducted by Dr. George Ellenberg on 9/2/2016 and Dr. Jay Clune on 9/7/2016
- Approved unanimously by the Academic Council of the Faculty Senate on 10/28/2016
- Approved unanimously by the Faculty Senate on 11/18/2016
- Approved by Provost’s Cabinet on 12/6/2016
- Office of the General Counsel review conducted by Anita Schonberger, Esq. (throughout the review process)

Major Revisions/Changes:
- Changed the name of the Regulation from Academic Misconduct to the Student Code of Academic Conduct
- Added the UWF Honor Code to provide a philosophical foundation to the regulation
- Changed standard of proof from clear and convincing to preponderance of the evidence to be consistent with BOG Policy 6.0105
- Added a definition section to provide clarity
- Added an Educational Conference [Process] (formerly an informal resolution meeting) to the process to enhance transparency and due process
To improve efficiency and move to more electronic process, an on-line incident report form was created, which eliminated the form A and form B

- Formalized a non-disciplinary record option for case resolution
- The process now allows for non-hearing resolutions to occur for most cases under certain criteria
- The academic misconduct hearing section has been formalized and more closely mirrors the process outlined in UWF/REG 3.010 Student Code of Conduct
- Clarified and expanded the Sanction section
- Clarified and expanded the Records section
- Grouped the following items into one section: course withdrawal, student withdrawal, grade forgiveness, student status, student standing, and holds

Trustee Fox made a motion to recommend the full Board, at its March 23, 2017 meeting, Approve proposed revision to UWF REG 3.030 Academic Misconduct [Code] as set forth in the documentation provided to the Committee.

Motion by: Trustee Mort O’Sullivan
Seconded by: Trustee Bob Sires

3. Approval of Terminating Suspended Programs. Vice Provost, Dr. Jay Clune presented this item.

The State University System of Florida Board of Governors (BOG) grants University Boards of Trustees (BOT) the authority to terminate academic programs and offerings at the bachelor’s, master’s, advanced master’s, and specialist levels. To ensure the efficient use of state resources and maintain the quality and relevancy of academic programs offered by the University of West Florida (UWF), programs may be terminated. Reasons for terminating programs may include but are not limited to:

1. Enrollments are no longer sufficient to justify the cost of instruction, facilities, and equipment.
2. The program duplicates other offerings at the university.
3. The program is no longer aligned with the mission or strategic goals of the university, or is no longer aligned with strategic goals of the Board of Governors.
4. The program no longer meets the needs of the citizens of Florida in providing a viable educational or occupational objective.

The following programs have been suspended for new enrollments. The university requests approval to terminate these degree programs.

<table>
<thead>
<tr>
<th>CIP Code</th>
<th>Degree Program</th>
<th>Degree Level</th>
<th>Suspended</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.1311</td>
<td>Mathematics Teacher Ed</td>
<td>Master's</td>
<td>Fall 2012</td>
</tr>
</tbody>
</table>
Trustee Fox made a motion to recommend the full Board, at its March 23, 2017 meeting, Approve the request to terminate suspended academic degree programs as set forth in the documentation provided to the Committee.

Motion by: Trustee Bob Sires
Seconded by: Trustee Mort O’Sullivan

4. Approval of Requests to Offer Three New Degree Programs Effective Fall 2017. Dr. Clune presented this item.

The University of West Florida (UWF) proposes to offer the following three (3) new degree programs effective Fall 2017:

1. Bachelor of Science, Exercise Science
2. Bachelor of Science, Sport Management
3. Master of Science in Nursing, Family Nurse Practitioner

Bachelor of Science, Exercise Science
The Bachelor of Science in Exercise Science (BSES) degree program is an undergraduate program consisting of 120 credit hours intended for students interested in a career in the fitness industry, cardiac rehabilitation, clinical health fields, or to pursue post-graduate education. The BSES degree program already exists in the State University System of Florida, CIP Code 31.0505, and has common prerequisites listed in the State Common Prerequisite Manual.

The program prepares students for certifications such as the American College of Sports Medicine Certified Exercise Physiologist (ACSM EP-C) and the National Strength and Conditioning Association Certified Strength and Conditioning Specialist (NSCA CSCS). The course work precedes a capstone internship experience enabling students to receive valuable work experience prior to graduation. Graduates from this program will also be prepared to pursue post-graduate study in related health fields such as physical therapy, occupational therapy, physician’s assistant, and physician.
Bachelor of Science, Sport Management
The Bachelor of Science in Sport Management (BSSM) degree program at the University of West Florida (UWF) is a conversion of the existing Sport Management specialization in the Bachelor of Science Health, Leisure, and Exercise Science degree program (BSHLES). The BSSM degree program requires 120 hours to complete and will serve the education and workforce needs of Northwest Florida students and employers. The degree program will provide an opportunity for regional students to earn a readily identifiable degree for employment in the sport industry.

The Sport Management specialization within the BSHLES degree program has experienced consistent growth since it was first offered at UWF in Fall 2004. The Sport Management specialization has grown from fewer than 30 majors in Fall 2004 to 158 in Fall 2016, averaging 121 enrolled students between Fall 2011 and Fall 2015. In the BSHLES degree program the Sport Management specialization experienced a 12% growth in the number of students between Fall 2015 and Fall 2016.

The Sport Management degree program is designed to prepare students for entry-level careers in the sports industry and for further study in graduate school. Graduates may find employment in intercollegiate athletic administration, municipal park and recreation departments, community sports programs, professional sport leagues and teams, amateur sports organizations, and other commercial sport industry firms such as fitness and activity centers, sport camps, and sport merchandisers.

Master of Science in Nursing, Family Nurse Practitioner
The University of West Florida School of Nursing proposes the Master of Science in Nursing Family Nurse Practitioner (FNP) degree program. The FNP degree program at the master's level is the recommended level of education for certification of family nurse practitioners. The Family Nurse Practitioner degree program consists of 45 credit hours and includes 600 clinical hours for completion. The School of Nursing currently offers a Master of Science in Nursing with two specializations, Nursing Leadership and Management and Nursing Education. The Family Nurse Practitioner degree program is a direct care provider program, with demonstrated needs for education and employment of these practitioners.

The Family Nurse Practitioner role is used in family practice settings, primary care clinics, urgent care units, and independent clinics in major chain stores to represent a few. Offering the master's level of education would also allow graduates of the program to complete doctoral degrees and be eligible for the partnership agreement between the University of West Florida and the University of Florida, Doctor of Nursing Practice (DNP) degree program.
Family Nurse Practitioners are in demand. According to the U.S. Bureau of Labor Statistics, there is projected job growth of 34% between 2016 and 2022, and an average salary of $92,670 per year. Family Nurse Practitioners are in high demand in Northwest Florida. The Florida Center for Nursing has made a recommendation for strategic growth in academic programs to meet demands of the consumer and to replace retiring Advanced Registered Nurse Practitioners (ARNPs) (Florida Center for Nursing, Florida’s Advanced Registered Nurse Practitioner Supply: 2014-2015 Workforce Characteristics and Trends, May 2016).

Dr. Ermalynn Kiehl, College of Health Dean, answered questions from trustees on the Family Nurse Practitioners Graduate Program and employment opportunities for graduates of that program.

Trustee Fox made a motion to recommend the full Board, at its March 23, 2017 meeting, Approve requests to offer three new degree programs effective Fall 2017 as set forth in the documentation provided to the Committee.

Motion by: Trustee Mort O’Sullivan
Seconded by: Trustee Bob Sires

INFORMATION ITEMS

1. Update on Textbook Affordability. Dr. Jay Clune and Mr. Bob Dugan, Dean, University Libraries, made this presentation.

2. Naming the Linda Evans Educational Pavilion at Museum Plaza. Dr. Meredith Brunen, Interim VP for University Advancement, presented details on Information items two and three. She explained that both of these naming opportunities will come before the full Board on March 23, 2017 for approval.

3. Naming the Usha Kundu, MD College of Health

ADJOURNMENT

With no further Academic Affairs items to discuss, the meeting was adjourned at 11:52 a.m.

Respectfully submitted,
Becky Luntsford, Assistant Corporate Secretary