Call to Order and Chair’s Remarks:
General Chuck Horner, BOT Chair called the full Board meeting to order at 9:03 a.m. on March 8, 2012. Trustees Bentina Terry, Chris Pomory and Garrett Walton were unable to attend due to a conflict in their schedules.

Trustees present:
General Chuck Horner (RET)
Lewis Bear, Jr.
Dave Cleveland
Dr. Pam Dana
Josh Finley
Robert ‘Bob’ Jones
Collier Merrill
Susan O’Connor
Mort O’Sullivan
Jay Patel

Others present:
Dr. Judy Bense, President
Dr. David Marker, Interim Provost
Mr. Matt Altier, Vice President for Administrative Services
Dr. Kevin Bailey, Vice President for Student Affairs
Dr. Kyle Marrero, Vice President for University Advancement
Mr. Lee Gore, General Counsel
Dr. Kim Brown, Chief of Staff/Assistant Corporate Secretary/BOT
Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT

2. President’s Report:
Dr. Judy Bense began by welcoming our newest board member, Dr. Pam Dana.

She then welcomed Dr. David Marker, Interim Provost who began at UWF on Jan. 3. He has served as numerous interim and permanent educational administrative positions across the United States over more than 40 years, including positions as president and provost.

STATE LEVEL News:
Legislative Session:
• Ended 3/9/12
• The legislature cut $300M from the SUS. It is a one-time, non-recurring cut designed to force universities to spend their reserves and one-time funds. At the beginning of year universities had nearly $1B in carry forward, UWF had $30M.

• So, our cut is $11.9M. On 3/7/12 Bense froze the spending of these funds (because the funds are distributed all across the campus in departments, colleges, divisions) while we decide how we will to deal with the reduction. Bense will now go out to Faculty Senate, Deans Council, Staff Senate, SGA, etc to have dialogue about the best way to deal with the one-time reduction.

• Also, our money management philosophy has to change. We can’t build up these big reserves. We must spend the funds in the year they are appropriated. We’ll discuss some new models to allow us to do just that.

• The legislature also put a 15% tuition increase into our budget. That means if our BOT doesn’t increase tuition then it will be an additional cut.

• Positive outcomes include:
  o $1M for Doctorate of Physical Therapy in partnership with USF. Looking at many options for improving our offerings in the health areas, like locating the FSU medical school (now located on University Parkway) on our campus and these types of partnerships like the DPT. Thank you to Senator Don Gaetz and Trustee Bear.
  o $2.5M is included for the Degree Completion Pilot - UWF is the lead
  o $10M for the OEDE (oil spill $) to disperse for economic development, job creation initiatives. Thank you Senator Gaetz and Trustee Bear.

• Budget Town Hall Meeting for March 29.

• Janice Gilley, director of UWF Government Relations, has been in Tallahassee the entire session and she addressed the Board briefly. Dr. Bense continued with her report.

SACS – Southern Association of Colleges and Schools - Visit

• We had a SACS Substantive Change visit in late February in response to our request to recognize the University of Florida Research & Engineering Education Facility (REEF) in Shalimar as an instructional site. Fifty percent of our Bachelor of Science in Electrical Engineering and Bachelor of Science in Computer Engineering classes are there (75 majors in both programs). The faculty and facilities there are great and, of course, Fort Walton Beach-Okaloosa County has become the hub of our electrical engineering program.

CAMPUS NEWS

• Plans are progressing on updating our Campus Master Plan
  An update is on our agenda. Matt Altier, vice president of Administrative Services, will speak in detail about the latest developments a little later in the meeting. However, we’ve held the final public meeting and will also hold a campus town hall sometime this spring. We’ve also held a special meeting with Greenbriar and Hillview residents to hear their concerns. We’ll bring final plan to the BOT in June.

• New course scheduling is being planned.
We’ve announced plans for new course schedule, an important change for our students. This will enable us to maintain small class sizes, improve parking, be more convenient for students, and improve classroom utilization. There were some concerns from faculty and students, so we’ve announced a “bridge” option that would stop MWF 50/10 at 1 p.m. on Friday and would offer a Friday afternoon (once a week course). Also, we will start evening classes at 6 p.m. to give working adults time to transition from their workday.

- **We continue to see unprecedented growth.**
  - Summer FTIC admits up an amazing 541%; transfer admits up 44%.
  - Fall FTIC admits up 118%; transfer admits up 28%.
  - Summer graduate student admits up 15%.
  - Fall graduate student admits up 38.5%.

- **Our research money looks amazing so far this year.**
  - As of 11/30/2011 UWF has received 58 awards totaling $22,539,420.
  - UWF has been awarded a four-year $3.95 million grant from the U.S. Labor Department in collaboration with Chipola College. Training will focus on IT and health care certificate programs with focus on veterans through UWF Veterans Services.
  - Joe Moss, Center for Environmental Diagnostics and Bioremediation, was one of 16 finalists from 120 applicants for the third annual Cade Museum Prize for his spin concentrator invention.

- **Fundraising looks great.**
  - So far this year we have achieved 59 percent of our fundraising goal of $3.875 million with about $2.27 million in the door as of February 27.
  - Over $11 million in current solicitations are being considered.
  - Bob Kimball has pledged another $1 million gift to the College of Business for his scholarship endowment – his total commitment is now $2 million. The endowment will be named in honor of his parents, Bill and Ellie Kimball.
  - Quint and Rishy Studer announced $1 million gift to fund scholarships for graduating high school seniors in City of Pensacola.
  - **Athletics:** Recently marked historic event for UWF in holding our first meeting of the Sword & Shield Council. The group is comprised of five donors (so far) who have each generously contributed $100,000 to UWF Athletics. During meeting, major gift commitments of $100,000 each were received from alumni Terry Berling and Sandy Sansing.
  - **Athletics:** Over $250,000 in the door to date (annual record was $165,000) – over $750,000 in gifts and pledges.
  - **College of Business:** $100,000 gift from Chadbourne Foundation to name the Advising Center, adding to foundation’s already existing endowment.
  - The Faculty-Staff giving campaign kicks off on March 14 with a goal of 60% participation.

- **We’ve signed two new partnerships this quarter.**
• We have entered into a mutually beneficial arrangement with Sichuan International Studies University in China. UWF will accept conditionally some of SISU’s students each year, while SISU will help us recruit new students. Sichuan International is in Chongqing, a major city with 28 million people in southwest China. UWF has witnessed an increasing demand for knowledge about China, particularly in Chinese language, history and culture.

• UWF and Marion Military Institute in Marion, Ala., have entered into an articulation agreement, facilitating transfers from Marion to UWF. Operating since 1842, Marion is one of oldest military academies in the U.S. with total enrollment of more than 400. We appreciate the cooperation and help of Marion President Col. David J. Mollahan and Pam Northrup who did the coordination here.

Awards
• UWF was named in the first-ever edition of Top Online Education Program rankings by U.S. News & World Report.
• Larry Strain, director of the Small Business Development Center at UWF, was named Professional Leader of the Year during the Pensacola Bay Area Chamber of Commerce’s annual PACE Awards ceremony.
• Six UWF students took first place by beating out 14 other North American teams during the annual logistics case competition in Denver recently. They would be introduced later.
• Men’s basketball team had a fantastic season, winning 19 games, the second-most number of wins in school history and narrowly missing out on what would have been our first-ever trip to the NCAA Division II Tournament.

Events
• We will celebrate a fantastic milestone right after this meeting. We’d like to invite you all to come to the dedication of our new classroom on campus for the National Flight Academy. UWF has been are the forefront in developing the curriculum for what we think is going to be a wonderful program for young people.
• Also, on March 30-31 UWF will host our annual Festival on the Green celebration, featuring arts and crafts, entertainment, food and our honors convocation and alumni association awards. She invited JEFF COMEAU, assistant director of Human Resources and director of FOG to tell more about Festival on the Green.
• Our Cherry Blossom Festival on March 30 on the UWF campus. This special Centennial Celebration of the Gift of Trees is collaboration between UWF and the Japanese Consulate General in Miami. We will plant 100 beautiful cherry trees on our campus as a highlight of the festival.

And with that Dr. Bense said, Mr. Chair, I conclude my report.

3. Student and Faculty Recognitions:
Dr. David Marker, Interim Provost, introduced Dr. Mike Huggins and Joshua Brown (student) who provided an update on the HIV Research project Brown is collaborating on with Dr. Michael Summer, professor at UMD-Baltimore County. 

http://uwf.edu/trustees/Mar8_12/Josh_Brown_Research.pptm
Then, Dr. Marker introduced Dr. Scott Keller and the UWF Marketing Logistics National Championship team who reported that the Operation Stimulus was held at the Denver Transportation Club of national student logistics case competition.

Students on UWF First Place team: Dillon Lato, Tiffany Marquette, Joseph Gary, James Jackson, Iginia Parish and Jennifer Ralli. Our UWF Student team placed first over 14 other teams from across the U.S. and Canada.

The schools represented the top logistics programs in the country, including Michigan State, Ohio State, Arkansas, Syracuse, Georgia Southern, North Florida, Houston, Colorado State and others. Our students worked an average of 80 hours each in preparing the logistics case analysis and presentation. They presented to industry judges and in front of 200 attendees of the professional conference and student competition.

The students also took part in the Denver Transportation Club Annual Conference where the students met and discussed logistics with 100 business executives from the field. Our team finished a very distant first place over the second place team. Two of our students from the team are in the final negotiations to be hired by Crane Worldwide Logistics, a leader in international logistics services. This is the 2nd time UWF has placed first in the annual competition (2008 and 2012).

UWF teams have also placed 2nd and 3rd in years past. UWF has the most consistent record of placing in the top 3 winning positions since the competition began 15 years ago.

4. COMMITTEES:
Audit and Operations: Chair Susan O’Connor called the committee meeting to order at 10:17 a.m. She then reminded members they had been given an opportunity to review the minutes of 2/14/12. She asked if there were changes and/or corrections. With none stated, she called for a motion.


A motion by Trustee Dana was made to approve the minutes of February 14, 2012 as presented.
Seconded by:
Motion passed unanimously.

With no further action required, Chair O’Connor adjourned the meeting at 10:22 a.m.

Student Affairs: Chair Jay Patel called the committee meeting to order at 10:23 a.m. He reminded members they had been given an opportunity to review the minutes of 2/14/12. He asked if there were changes and/or corrections. With none stated, he called for a motion.


A motion by Trustee Finley was made to approve the minutes of February 14, 2012 as presented.
Seconded by: Trustee Merrill
Motion passed unanimously.

With no further action required, Chair Patel adjourned the meeting at 10:26 a.m.
Each Chair also gave a short report on actions taken at the committee meetings.
**Academic Affairs:** Chair Robert ‘Bob’ Jones called the committee meeting to order at 10:27 a.m. He reminded members they had been given an opportunity to review the minutes of 2/14/12. He asked if there were changes and/or corrections. With none stated, he called for a motion.


A motion by Chair Horner was made to approve the minutes of February 14, 2012 as presented.
Seconded by: Trustee Jones
Motion passed unanimously.

With no further action required, Chair Jones adjourned the meeting at 10:31 a.m.

**Finance and Facilities:** Chair Mort O’Sullivan called the committee meeting to order at 10:32 a.m. He reminded members they had been given an opportunity to review the minutes of 2/16/12. He asked if there were changes and/or corrections. With none stated, he called for a motion.


A motion by Trustee Bear was made to approve the minutes of February 16, 2012 as presented.
Seconded by: Trustee Cleveland
Motion passed unanimously.

Then Chair O’Sullivan reported the **REVISION to the Finance and Facilities Committee Charter** and then called for a motion.
[http://uwf.edu/trustees/Feb14_12/FFCC.pdf](http://uwf.edu/trustees/Feb14_12/FFCC.pdf)

A motion by Trustee Cleveland was made to approve the REVISED Finance and Facilities Committee Charter as presented.
Seconded by: Trustee Bear
Motion passed unanimously.

With no further action required, Chair O’Sullivan adjourned the meeting at 10:40 a.m.

**5. Approval of Full Board Minutes:** Chair Horner reminded all trustees they had ample time to review the minutes, asked if there were corrections or changes and called for a motion.

BOT, November 30, 2011 – Discussion of Healthcare Research Opportunities
[http://uwf.edu/trustees/Mar8_12/HRO113011MN.pdf](http://uwf.edu/trustees/Mar8_12/HRO113011MN.pdf)

BOT, December 8, 2011 – Holiday Gathering
[http://uwf.edu/trustees/Mar8_12/DNR120811MN.pdf](http://uwf.edu/trustees/Mar8_12/DNR120811MN.pdf)

BOT, December 9, 2011 – Committee and Full Board Meeting
[http://uwf.edu/trustees/Mar8_12/CandFBOT120911MN.pdf](http://uwf.edu/trustees/Mar8_12/CandFBOT120911MN.pdf)

BOT, February 22, 2012 – Discussion of Healthcare Education Research Opportunities
[http://uwf.edu/trustees/Mar8_12/HRO022212MN.pdf](http://uwf.edu/trustees/Mar8_12/HRO022212MN.pdf)

A motion was made by Trustee O’Sullivan to approve minutes of November 30, December 8 and 9, 2011 and February 22, 2012 as presented.
Seconded by: Trustee Patel
Motion passed unanimously.
6. **Consent:** All 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.

Consent Agenda:

Trustee Finley asked for discussion on the Lease Agreement between Business Enterprises, Inc. and UWF regarding whether students had been and are being engaged and included on the projects proposed. Mr. Matt Altier and Dr. Kevin Bailey responded saying, yes, that students are being surveyed and included on projects.

Chair Horner then called for a motion to approve.

a. Adoption of Committee Charters
   i. Audit and Operations Committee
   ii. Student Affairs Committee
   iii. Academic Affairs Committee
   iv. Finance and Facilities Committee
b. Approval of Request to Offer New Degree – BS in Athletic Training
c. Adoption of Updated Internal Auditing Charter
d. Acceptance of WUWF-FM Financial Statements Audit
e. Acceptance of P Card Audits
f. Acceptance of Intercollegiate Athletics Audit
g. Acceptance of UWF Annual Financial Report 2010-11
h. Approval of Lease Agreement Business Enterprises, Inc. and UWF East Campus
   i. Approval of Material and Supplies Fees
   j. Approval of 2012-13 Residential Housing Rates
   k. Approval of Online Waiver Changes

A motion was made by Trustee O'Sullivan that the Board approve and adopt the recommendations of the Finance and Facilities Committee, Audit and Operations Committee, Academic Affairs Committee and the Student Affairs Committee made at their meetings this morning with respect to the matters set forth on the consent agenda.

Seconded by: Trustee Patel
Motion passed unanimously.

7. **Approve 2012-13 Meeting Schedule** – Chair Horner noted that trustees had been provided with these dates at the December 9, 2011 meeting as an informational item, asking trustees to notify Faye regarding any conflicts. Chair Horner then called for a motion to approve the full Board meeting dates as follows:

- September 21, 2012
- December 14, 2012
- March 26, 2013
- June 11, 2013
- June 12, 2013 Strategic Planning

Planning Calendar Provided at Dec 9 BOT meeting (4pages)

A motion was made by Trustee Bear to approve the dates as presented. Seconded by: Trustee O’Connor
Motion passed unanimously.

Informational Items

8. An overview on Business Enterprises, Inc. was provided by Matt Altier, Vice President for Administrative Services, who provided an overview of events that have taken place since the UWF Business Enterprises, Inc.’s inception.

At the September 23, 2011 Board of Trustees meeting, a motion was passed unanimously by Board members to establish a new UWF direct support organization, UWF Business Enterprises, Inc. Later, according to Article 3, Section 3, the following Board members were selected: Dr. Judith Bense, Mr. K.C. Clark, Dr. Jay Patel, Dr. John Todorovich, and Ms. Suzanne Lewis.

On October 18, 2011, the UWF Business Enterprises, Inc., Articles of Incorporation were filed under the laws of the State of Florida and were certified by the Florida Department of State, Division of Corporations on October 19, 2011.

At the November 28, 2011, the UWF Business Enterprises, Inc. first Board of Directors’ meeting, Board members elected officers: Dr. Judith Bense as Chairperson; Mr. K.C. Clark as Vice Chairperson; Dr. Jay Patel as Secretary; and, Dr. John Todorovich as Treasurer. Mr. C. Ray Jones was appointed as the fifth board member. Also at this meeting, Bylaws were adopted; the Conflict of Interest Policy, the Policy Against Discrimination and Harassment, the Master Management Agreement, and the Deed of Easement Agreement, were all approved by the Board.

On February 1, 2012, the UWF Business Enterprises, Inc. was assigned an Employer Identification Number (EIN) by the Internal Revenue Service.

On February 9, 2012, the UWF Business Enterprises, Inc. filed its 2012 Annual Report to the Division of Corporations.

On February 27, 2012, the Application for Recognition of Exemption under Section 501(c) (3) of the Internal Revenue Code, Form 1023, has been filed for approval.

The UWF Business Enterprises, Inc. will hold its second Board of Directors meeting on April 20, 2012, at 1:00 p.m., in the Commons, Room 272. Board of Directors’ pictures and bios, meeting notices, agenda, minutes, and supporting documents have been posted to the BEI’s website http://uwf.edu/businessenterprises/board.cfm.

Quick points about the UWF BEI Board Members:
All seven members have a combined work experience of over 183 years. They currently serve as presidents, vice presidents, senior level executives, and/or board members for over 20 civic, state, and national boards and institutions. They are the recipients of numerous community, national, and international awards and honors. They are UWF Alumni, former and current UWF department chairs; and, former and current UWF Board of Trustees members.

These leaders have had various roles throughout their careers as founders of programs and businesses and as entrepreneurs. They have acted as a chief contract negotiator; one as an accountant, an auditor, and chief compliance officer; one has established scholarships for financially needy students; one has served as a combat
Vietnam veteran of the US Navy; one has served as a veteran of the US Air Force as chief design and construction manager and then, as a contractor who served over the management and operations of an entire NATO base; one has developed all of the current Navy Exchange facilities in the region; two have been certified by the State of Florida as a CPA (Certified Public Accountant) and a CPM (Certified Public Manager); one has served as a national parks superintendent and continues to assist with national public lands preservation programs; and, another is an environmentalist with pending patents.

UWF Business Enterprises, Inc. website: [http://uwf.edu/businessenterprises](http://uwf.edu/businessenterprises)

UWF-BEI_Board_Bios_20120229 (4 pages) [http://uwf.edu/trustees/Mar8_12/BEI_BOD.pdf](http://uwf.edu/trustees/Mar8_12/BEI_BOD.pdf)

9. **An update on the UWF Strategic Plan** was provided by Dr. Dottie Minear, Sr. Associate Vice President, Academic Affairs. During the past two years, the University of West Florida (UWF) has engaged in significant work to better understand the national, state, and regional conditions that have an impact on UWF’s work and future. One of the most notable efforts has been the Academic Visioning process that entailed significant participation by faculty, staff, students, administration, and community partners. Additionally, numerous retreats, consultant reports, and internal studies conducted under the “New Normal” banner have generated considerable data and influenced thinking about UWF’s future. UWF is now in the final months of the current University Strategic Plan and tremendous progress has been made on the goals and priorities outlined in that Plan. At President Bense’s request, University staff have developed a proposed process to facilitate the update of the Strategic Plan and to extend the University’s goals and objectives into the next five years. Dr. Dottie Minear outlined the proposed process and timeline for the Trustees. She reported that the trustees will be asked to participate in a half day workshop before the June BOT meeting.


10. **Concluding Remarks and Adjournment:**

   *Chair Chuck Horner adjourned the meeting at 11:17 a.m. and the full Board went into CLOSED SESSION.*

11. **CLOSED SESSION**

   Activities that followed:

   11:30 a.m. **Grand Opening National Flight Academy Classroom & Lunch**

   Respectfully submitted,
   
   Faye H. Bowers, recording secretary