Chair K.C. Clark called the UWF BOT Meeting to order at 12:43 p.m. on September 17, 2010 in Building 1 Room 126 at the Emerald Coast Campus in Fort Walton Beach, Florida. Clark asked any other individuals who might be joining by conference call to identify themselves at this time.

The following trustees were present.
Mr. Lewis Bear, Jr.
Mr. K.C. Clark
Ms. Nancy Fetterman
Mr. Josh Finley
Ms. Marny Gilluly
Ms. Jeanne Godwin
General Chuck Horner (RET)
Mr. Bob Jones
Mr. Collier Merrill
Mr. Mort O’Sullivan
Dr. Richie Platt
Ms. Bentina Terry*

*Via Conference Call

Others attending:
Dr. Judy Bense, President
Dr. Chula King, Provost, and Vice President for Academic Affairs
Dr. Kyle Marrero, Vice President for University Advancement
Dr. Kevin Bailey, Vice President for Student Affairs
Mr. Michael Dieckmann, Interim Vice President for University Affairs
Ms. Patricia Lott, General Counsel
Dr. Kimberly Sessions Brown, Chief of Staff & Assistant Corporate Secretary for BOT
Ms. Patti Ross, Executive Administrative Assistant, Office of the President
Ms. Faye Bowers, Executive Specialist & Assistant Corporate Secretary for BOT

Web cast: September 17, 2010 http://wuwf.org/radiotv/webarch.shtml

**Chair’s Greeting**
Chair Clark welcomed everyone and expressed the Board’s appreciation to be web-casting the meeting, thanks to the staff of WUWF, University Commons and ITS. Clark said he appreciated Dr. Azzaretto and all of the Emerald Coast Campuses for hosting the annual meeting. He said this is a great undertaking and we applaud their efforts. He also extended a warm welcome to Dr. Kevin Bailey, new Vice President for UWF Student Affairs, Mr. Michael Dieckmann, Interim Vice President for University Affairs and Dr. Kyle Marrero who was recently appointed Vice President for University Advancement. Clark said we appreciate your service and commitment.
President’s Report

Dr. Bense also extended a hearty welcome our new vice presidents and thanked them for their service. She said it was great to have them all on board.

FEDERAL

- Dr. Bense said that during the summer that Congress provided $10 billion for education jobs and $16 billion for Federal Medical Assistance Program (FMAP) which was badly needed by nearly 30 states nationally. Florida is projected to receive about $784 million in FMAP funds and $555 million for education as a result of the passage. These funds should help mitigate another round of cuts to higher education and greatly assist the Florida Legislature in closing the current year budget gap for 2010/11.

Dr. Bense noted that the US Administration also chose Florida to be a recipient of about $780 million “Race to the Top” dollars for a re-design of education accountability for K-12 education. While these dollars do not directly affect Higher Education, they will alleviate some pressure for the education budget in the upcoming year.

- Finally, Dr. Bense reported that we (UWF) received notice that our College of Professional Studies, under the direction of Dr. Pam Northrup, Interim Dean, was awarded a $650 thousand dollars grant for their “Hometown Heroes” program in which veterans and their spouses receive specific educational preparation. There will be more information about ‘Hometown Heroes’ in the future as we want to recognize our Congressional leaders who supported this effort.

OIL SPILL

- Dr. Bense said this summer was the “Summer of Oil” and we had numerous visitors, dignitaries, federal and state workgroups, and public hearings on campus. Some of them were: the Governors Oil Spill Recovery Task Force, the Florida House of Representatives Workgroup on Claims, the (NOAA) National Oceanic and Atmospheric Administration, administrator Dr. Jane Lubchenco, Attorney General Bill McCollum, U.S. Senator Bill Nelson and White House appointed Claims Administrator Ken Feinberg’s first Northwest Florida Town Hall Meeting.

*(Dr. Kimberly Sessions Brown, Chief of Staff, introduced the Coastal Oil Spill Crisis video featuring President Bense.)*

- Bense recognized the following people who worked endlessly this summer on oil spill related activities; Richard Podemski, James Wilkie, Betsy Bowers, Janice Cooper, Janice Gilley, Dave O’Brien and Peter Robinson. Bense thanked them for their diligence during a time of great stress in our community noting they were the ’first responders.’

- Bense, also mentioned that several of our folks: Rick Harper, Richard Podemski, Lew Attardo and Janice Gilley have been meeting constantly with representatives from Washington, D. C. with the Economic Development Administration (EDA) and the International Economic Development Commission (IEDC) in addition to other federal agencies in planning for recovery along the Florida panhandle.

- Our own Dr. Richard Snyder, Director of (CEDB) was a member of the SUS Oil Spill Task Force and on the grant review panel for the oil spill research dollars given to the university consortium.
• UWF partnered with other SUS institutions and received 4 grants from the $9 million allocated for Oil Spill research. We are very proud of our research efforts and accomplishments. The (CEDB) Center for Environmental Diagnostics and Bioremediation, the HAAS Center, the (SBDC) Small Business Development Center and Archaeology Institute really did a remarkable job in response to this crisis.

STATE NEWS
• President Bense indicated the most important state news is the change in the budget outlook for next year saying that since the March Estimating Conference, total collections for the current year have been basically performing on target. In response, the Estimating Conference increased the current year (2010-11) revenue projection by $260 million or a little more than 1%. This means that we should not see a budget reduction during the current year. However, the only caveat is that the revenue estimators still do not have a handle on the actual cost of the oil spill. We are hoping to know those numbers by November.

• Bense said another analysis is that, although this is not a large increase, it continues to signal stable or slightly increasing revenue collections. However, this slight up-tick in revenue collections alone will be insufficient to cover the state’s potential $3 - $6 billion deficit that is projected for next year. Some estimators believe the shortfall to be from $800 million to the $3 billion mark. That would be much better news than previously planned for by all state entities. Let’s hope the revenue keep going up.

• In the meantime, the (BOG) Board of Governors asked State Universities to prepare a 15% reduction model for the 2011-12 fiscal year. UWF did this at a very high level because it is simply too early to know the outlook and numbers. Bense noted that she, Dr. Chula King and Ms. Janice Gilley returned last night from the BOG meeting in Jacksonville.

ON CAMPUS NEWS
1. Dr. Bense joyfully announced that students are back and the campus is absolutely buzzing with activity. Fall enrollment numbers are ahead of our targets at 11,700 students which is 500 more than this time last year. Freshman to sophomore retention is 80% an increase from last year. UWF has 167 “Top 5” students, those who graduated as ‘top 5 academically’ in their high schools. UWF’s average SAT/ACT scores are above the state and national average, signaling that our students are of high quality.

2. **HOUSING:**
   There are 1,773 students living on campus and we’re at 101% occupancy. Our consultants thought we would be lucky to get 90% as so we are happy with the full capacity. In December we will have the dedication of the new Heritage Hall and hopefully break ground on phase 2 soon after.

3. **FACILITIES UPDATES:**
   We’ve made great strides with facilities and Interim Vice President Dieckmann provided an overview later in the meeting.

4. **WELCOME WEEK EVENTS:**
   a. 85 volunteers contributing over 900 volunteer hours to welcome our students back to campus.
b. We had over 6,000 students attending the numerous events.
c. We had the First ever Argo Pep Rally, T-shirt Exchange, Late Night at the Rec., etc.

5. **CONVOCATION:**
Our Fall Convocation kicked off a new year on August 25\(^{th}\) and we were able to recognize many faculty and staff who really embody the UWF values.

6. **FACULTY Welcome Back:**
Provost King has already mentioned the UWF faculty welcome-back festivities. Bense extended thanks to Dr. King for her hard work for these successful events.

7. **PJ O'ROURKE** acclaimed political writer, visited UWF for four days to deliver a public lecture, provide several classroom lectures. Mr. O’Rourke returned this year through Pace funding in the role of Writer in Residence. Thanks to Dean Halonen who coordinated his visit.

8. **NEW NORMAL Admin Retreats**
   a. This summer the administration held a series of retreats to talk about what we term “the new normal.” Basically, that means we can’t continue to do business in all of the old ways and be successful.
   b. We want to grow our base of traditional students. It is our brand and reputation.
   c. Grow our non-traditional base through convenience, online, flexibility, more entry points, etc.
   d. We want to invest in IT/IR so we can have robust data for accountability and measurements and will tweak the ‘Strategic Plan’.

9. **Budget and Planning Alignment:**
   a. Bense noted that one of the keys to our future success is realignment of budget and planning.
   b. She has established a workgroup to conduct research on national best practices in this area and gather input from many groups on campus. Once they make recommendations work toward appropriate alignment will begin.

**EVENTS**
Dr. Bense highlighted a few upcoming events and encouraged the Board to attend:
1. **Athletics – Volleyball, Soccer, etc.**
2. **Sept. 24-26 - UWF Family Weekend** when parents and family are invited to participate in activities.
3. **Sept. 30 State of the University Address** by President Bense whose theme is “Taking Control of our Future.” There will be an old fashion BBQ following the address.
4. **Oct. 11 – 16 2010 Homecoming** - A week filled with activities, tailgate party October 15\(^{th}\) - 5pm followed by the Men’s Soccer Game with University of Alabama-Huntsville.

**BOT Workshop on Strategic Finance:**
Plans are underway for a BOT Strategic Finance Workshop facilitated by Jane Wellman, executive director of the Delta Project on Postsecondary Costs, Productivity and Accountability, a research and policy organization with a mission to improve productivity in higher education through more effective management of resources without compromising student access or quality.
Dr. Bense reiterated the beginning of the Fall 2010 semester has been invigorating. The students are extremely enthusiastic about being at UWF and there is a growing sense of pride on campus which is contagious. Bense said we all feel that this time in the university’s history is unique and we’re most fortunate to be part of it. Bense then said she would be happy to entertain questions.

Chair Clark expressed the Board’s appreciation to Dr. Bense.

At this time Chair Clark called on Trustee Bear to introduce Mr. Garrett Walton, local businessman who addressed the Board regarding necessity for UWF to be involved in the diversification of the local economic base through research, high-tech, robotics clusters. Walton said Northwest Florida has the opportunity to replicate the I-4 knowledge-base corridor in South Florida by playing to regional strengths which are consistent with global economy. Thus far a technology council has been formed to study the current economic development.

**Faculty Recognition** Provost King introduced Dr. Bob Dugan, Dean of UWF Libraries and extended a warm welcome.

Then, Dr. Ed Ranelli, Dean for the College of Business recognized Dr. Esmail Mohebbi, an associate professor who is serving the Emerald Coast Campuses in Management & MIS. Dr. Mohebbi was recognized as a *UWF Distinguished Faculty member* who was tenured in the prior year.

**Staff Recognition** Mr. Mike Dieckmann, Interim Vice President introduced Dr. Jack Azzaretto, Dean of the Emerald Coast, recognized Ms. Ester Molder, Community Outreach Coordinator for the University of West Florida Emerald Coast in Fort Walton Beach. She is responsible for providing career exploration assistance to students and offers employer development and experiential learning by organizing internship, co-op, volunteer and employment opportunities.

Ms. Molder is a member the Society for Human Resource Management-Emerald Coast Chapter and the Crestview Area Chamber of Commerce education committee; she serves as Vice President of the Panhandle Job Fair, Vice President of Communications for the Junior League of the Emerald Coast, and is a volunteer for Ronald McDonald House.

Ms. Molder received her Bachelor’s degree in Communication Studies from Loyola Marymount University in Los Angeles, CA and her Master’s degree in College Student Personnel from the University of Tennessee in Knoxville, TN.

**Student Recognitions** Dr. Kevin Bailey aka ‘Bailey’, Vice President of Student Affairs introduced Dr. Jack Azzaretto recognized Josh Martin, Class of ’10 who served 6 years in the USAF, a graduate of the REEF program and is a Palace Acquire program successful candidate now serving at Eglin AFB. Dr. Azzaretto recognized Ms. Kimberly Murphy, Emerald Coast SGA President, who is working toward a Bachelor of Science degree in Environmental Policy. Ms. Murphy is an outstanding volunteer with more than 1,000 hours combined for several organizations.

Trustee Finley gave a brief report on the SGA vision, goals and ideas noting that he visited many of the SUS campuses during the summer regarding a state-wide project uniting the 300,000 students.
Full Board of Trustees Items

**Action Items**

1. **Minutes of May 26, June 2, June 3, June 4, 2010**
   Chair Clark reminded the trustees they all have been given the opportunity to review the minutes. If there were no corrections and/or changes, he called for a motion.

   *May 26, 2010 – New Trustee Orientation*
   [http://uwf.edu/trustees/Sep17_10/NTO.pdf](http://uwf.edu/trustees/Sep17_10/NTO.pdf)

   *June 3, 2010 – Full BOT Meeting*

   *June 3, 2010 – Joint Boards Dinner Guest List*
   [http://uwf.edu/trustees/Jun3_10/DNR.pdf](http://uwf.edu/trustees/Jun3_10/DNR.pdf)

   *June 4, 2010 – High Performing Boards Workshop*
   [http://uwf.edu/trustees/Jun3_10/HPW.pdf](http://uwf.edu/trustees/Jun3_10/HPW.pdf)

   A motion was made to approve the minutes of meetings and events on May 26, June 3 and 4, 2010 as presented.
   Motion by: Trustee Merrill
   Seconded by: Trustee Godwin
   Motion passed unanimously.

2. **CONSENT AGENDA ITEMS FOR APPROVAL:** Chair Clark noted that the Board is using a new ‘consent agenda’ in order to move meetings along smoothly. He said there are (7) seven items on the consent agenda today and that all were fully discussed during the committee meetings. He then asked if any trustees wished to pull any item from the consent agenda for additional discussion.
   i. Acceptance, FY 2008/09 UWF Bright Futures Scholarship Program Audit by the Auditor General
   iii. Approval, Naming of the Roberta C. and Herman V. Yeager Memorial Library (B50/R223)
   iv. Approval, Acquisition and Financing of Additional Student Housing Facilities
   v. Approval, Revised Plan for West Campus Land Swap
   vi. Approval, Amendment - UWF/REG 4.008 Tuition and Fees, Fines and Penalties
   vii. Approval, Amendment - UWF/REG 3.040 Textbook Adoption

   A motion was made that the Board adopt the recommendations of the Finance, administration and Audit Committee and Academic and Student Affairs Committee made at their meetings this morning with respect to the matters set forth in the Consent Agenda.
   Motion by: Trustee Merrill
   Seconded by: Trustee O’Sullivan
   Motion passed unanimously.

3. **UFF Ratification Agreement** was presented by Dr. Jane Halonen, Dean for the College of Arts and Sciences who reported that the current Collective Bargaining Agreement between the United Faculty of Florida (“UFF”) and the UWF Board of Trustees (2005-2008) was effective from October 2005, until June 30, 2008. Under Florida law, the 2005-2008 Agreement remains in effect as the status quo until a
successor agreement is ratified by both parties. Representatives of the UFF and the UWF Board of Trustees began negotiating a successor Collective Bargaining Agreement in December 2007. Negotiations between the parties, resolution of issues that were at impasse by a Special Magistrate, and settlement discussions between the parties were all concluded in June, 2010 resulting in the following changes to the 2005-2008 Agreement (please see the supporting documentations for full details):

- 1.7% salary increase for faculty
- 13% salary increase for faculty upon promotion to full Professor. (promotional increase in current agreement is 9%)
- Clarification of instructional assignment
- Clarification of procedures for observation of faculty members’ classes by their supervisors
- Changes in the grievance procedures as follows
  - Disallowing the appointment of individuals who supervise one another, as University representatives to hear consecutive grievance meetings on the same grievance
  - Permitting grievances to be filed by UFF on behalf of aggrieved faculty members
  - Clarifying the informal resolution process
  - Changing the individuals notified of grievance decisions
- Changes in the faculty evaluation process as follows:
  - Requiring faculty members to administer evaluation forms to their students for each course they teach in the Fall and Spring semesters
  - Requiring the student evaluations to be placed in the faculty members’ evaluation files, and tenure and promotion files
  - Permitting faculty members to rebut student evaluations
  - Prohibiting University from taking personnel actions on uncorroborated comments from student evaluations
  - Extending from 30 to 45 days, the timing for receipt of annual evaluations by faculty members at the end of the academic year
  - Establishing time guidelines for faculty members’ receipt of student evaluations.
- Changes in the procedures for modification of promotion criteria, allowing a faculty member to choose, for the three year period following the modification, whether to be evaluated under the criteria as they existed prior to the modification or to the newly adopted criteria
- Changes in nomenclature used in reference to faculty evaluation scores
- Omitting requirement that Board print paper copies of Agreement

The UFF membership ratified these changes on August 19, 2010. In order for the successor Agreement to be effective, it must also be ratified by the UWF Board of Trustees, as the public employer. If the Agreement is ratified by the UWF Board of Trustees, the Agreement will be in effect from the date of ratification, September 17, 2010, until June 30, 2013.

If this contract is ratified, in-unit faculty will be provided an increase in the amount of 1.7% of their 2009-2010 base salary. Also, faculty members who are promoted to full Professor will be provided with an increase in the amount of 13% of their 2009-2010 base salary. The previous increase for promotion to full Professor was 9%.

The Collective Bargaining Agreement will be effective upon ratification by the UWF Board of Trustees.
Proposed Changes in the Collective Bargaining Agreement between UWF and UFF
http://uwf.edu/trustees/Sep17_10/PROP_CBA.pdf

A motion was made for the Board to ratify the UWF-UFF Collective Bargaining Agreement which provides a 1.7 percent salary increase to base salary for in-unit faculty as set forth in the attachment above.

Motion by: Trustee Bear
Seconded by: Trustees Platt
Motion passed unanimously.

Chair Clark and President Bense extended congratulations to the bargaining teams for their hard work expressed the Board’s appreciation for coming to terms on the Agreement. In addition, President Bense said she will extend the 1.7% raise to staff.

Chair Clark then said he wanted to recognize Athletic Director, Dave Scott to introduce some outstanding athletic accomplishments. Because the coaches needed to return to the Pensacola campus for practice, Chairman Clark wanted to proceed with the recognition.

Athletic Director Dave Scott recognized

- **Courtney Jones** was Gulf South Conference Commissioner’s Trophy recipient; CoSIDA Academic All-American; 3-time all American; graduated with 3.92 GPA in Athletic Training, now in Nursing program; three-time All-American; NCAA D-II record holder for shutouts in a season (17 in 2008)

Then Scott recognized the all decade GSC coaches as follows:

- **Joe Bartlinski** started in 2001; 150 wins at UWF, .860 winning percentage; two trips to NCAA final four; three GSC championships; 2008 national coach of the year; two-time GSC coach of the year

- **Bill Elliott** started with men's & women's teams in 1995; 274 wins at UWF between both teams; 2006 led men's team to NCAA final four; 10 GSC championships; seven-time GSC coach of the year

- **Steve Fell** started in 1994, former Argonaut; national championships in 2001 & 2008; nine GSC championships; two-time national coach of the year; nine-time GSC coach of the year

- **Derrick Racine** started in 1999; men's national championships in 2004 & 2005; 12 GSC championships combined men & women; three-time national coach of the year; 12-time GSC coach of the year

4. **Revision of 2011 Meeting Dates** was addressed by Chair Clark who said that staff were notified that our previously scheduled meeting dates of March 11 and June 2 & 3 were conflicts for some trustees. After surveying everyone they are proposing modifications to our 2011 calendar on March 25 and June 9 & 10.

A motion was made to approve the revised 2011 BOT meeting dates as follows:

March 25, 2011 in place of March 11, 2011
June 9 and 10, 2011 in place of June 2 and 3, 2011

Motion by: Trustee O’Sullivan
Seconded by: Trustee Fetterman
Motion passed unanimously.
5. **Presidential Evaluation** was presented by Chair Clark who reported that this is the first of the agenda items from the BOT ad hoc committee on presidential evaluation and compensation.

President Bense submitted her annual self-evaluation to the Board of Trustees on July 1, 2010, after which, Chairman Clark appointed an ad hoc Presidential Evaluation and Compensation Committee which included Trustees Bear, Gilluly, Merrill, O'Sullivan and himself.

The committee suggested that President Bense revise her goals for the upcoming year to be more measurable and objective. The committee also established a group of Human Resources Professionals to prepare an evaluation tool for consideration by the full Board of Trustees for use in future years. However, the committee looked at the evaluation process of 2009-10 and decided to use the same process this year, with the exception that the BOT would evaluate the president on the 13 goals which she submitted and the BOT adopted for 2009-10.

A survey monkey was the tool to solicit anonymous feedback from each of the trustees, nine (9) out of (12) twelve trustees provided input. He expressed his appreciation to everyone who responded. The summary was distributed to trustees at that time. However, Clark said he would be happy to provide the full evaluation as requested.

*Presidential Self Evaluation 2009-10*
[http://uwf.edu/trustees/Sep17_10/Self_EVAL_JAB0910.pdf](http://uwf.edu/trustees/Sep17_10/Self_EVAL_JAB0910.pdf)

*Charter for ad hoc Presidential Evaluation and Compensation Committee*

*Summary of Responses*
[http://uwf.edu/trustees/Sep17_10/Comments.pdf](http://uwf.edu/trustees/Sep17_10/Comments.pdf)

No action was taken as Clark did not feel the President nor trustees had been given sufficient time to review the summary.

6. **Presidential Goals** was presented by Trustees Bear and O'Sullivan who reported that the Board of Trustees ad hoc Presidential Evaluation and Compensation Committee suggested that President Bense amend her goals for 2010-11 to make them more objective and measurable. Dr. Bense has aligned her goals with the Board of Governor's Goals for the State University System, the University of West Florida Strategic Plan and the University of West Florida Annual Workplan.

Trustee Bear noted that much discussion occurred during the ad hoc committee meetings and the Human Resources Professionals saying that this document will be a work in progress and the goals should be in line with the Presidential evaluation.

*Proposed 2010-11 UWF Presidential Goals*
[http://uwf.edu/trustees/Sep17_10/Prop10_11Goals.pdf](http://uwf.edu/trustees/Sep17_10/Prop10_11Goals.pdf)

*Legend of Goals*
[http://uwf.edu/trustees/Sep17_10/Summary.pdf](http://uwf.edu/trustees/Sep17_10/Summary.pdf)

A motion was made to approve the concept of the 2010-2011 Presidential Goals and to authorize the Evaluation and Compensation ad hoc Committee to continue the structure listed. In addition Dr. Bense will work with the committee to refine and firm up her goals.
Motion by: Trustee Bear  
Seconded by: Trustee Gilluly  
Motion passed unanimously.

7. The Presidential Contract was presented by Chair Clark who reported that the Evaluation and Compensation ad hoc committee has been working via conference call meetings. Because the initial contract was contemplated for only one year there are several elements requiring revision. However, as the trustees began discussing/reviewing those items the question came up as to the term of the contract. An interim or short term contract might not need to include all the same elements as would a longer term contract.

That led to the discussion about President Bense’s length of service and the ad hoc committee requested direction from the Board of Trustees regarding the length of the contract.

The ad hoc committee asked the General Counsel to inquire with Board of Governors regarding the BOG rule for conducting national searches for presidents. General Counsel Lott reported from conversations with the BOG General Counsel that the BOG would waive restrictions regarding extending President Bense’s contract through her retirement even though she was initially hired on an interim basis.

Following a lengthy discussion, a motion was made to authorize negotiation of a long term contract through June 30, 2015 with President Bense.

Motion by: Trustee Merrill  
Seconded by: Trustee Finley  
Motion passed unanimously.

Informational/Discussion Items

1. An UPDATE on the Emerald Coast was presented by Dr. Jack Azzaretto, Vice Provost who extended his sincere appreciation for the Board of Trustees making the annual trek to the Emerald Coast for a meeting. Dr. Azzaretto thanked the support staff who prepared for the meeting, as well.

2. An UPDATE on Major Facilities Projects was provided through a PowerPoint presentation by Dr. Jim Barnett, Associate Vice President and Mr. Mike Dieckmann, Interim Vice President who reported that Facilities Development and Operations, organized within the Division of University Affairs, is responsible for physical facilities planning and development, regardless of funding source. This organization is the facilities liaison to the Board of Governors facilities staff, coordinates Campus Master Plan updates, prepares Fixed Capital Outlay Five-Year Plans, and develops proposed project budgets. Subsequent to fund appropriation, their responsibility includes comprehensive aspects of fund, business, project, and space management for new buildings and renovations. The Board of Trustees will be updated on the following major facilities projects:

- Heritage Hall, Phase I of II  
- Student Health and Wellness Center  
- College of Business, Phases I and II of III. (Phase III is a proposed project)  
- Buildings 70 and 79 Renovations  
- Argo Galley Renovation  
- West Campus Development
3. An UPDATE on University of West Florida Athletic Facilities Master Plan was provided through a PowerPoint presentation by Mr. Dave Scott, Director of UWF Athletics & Mr. Warren A. Emo, President of EMO/Architects, Inc.

The firm of EMO/ARCHITECTS, INC. (EMO) was engaged by the University of West Florida (UWF) on 17 May 2010 to conduct a comprehensive assessment of the current and future needs of the University’s athletic program and facilities, and to prepare an Athletic Facilities Master Plan. The assessment included evaluation of the existing athletic facilities to ascertain the condition of the existing facilities in consideration of the University’s objectives to remain competitive by strengthening the existing athletic program, and to position for future athletic program expansion. EMO employed a 6-step process to develop the Athletic Facilities Master Plan.

In brief, the 6-steps were as follows:

1) EMO conducted an analysis of the condition of the University’s athletic facilities. The analysis was conducted by walk-through inspection.

2) EMO prepared an athletic facilities questionnaire that was distributed to approximately 154 community and University stakeholders. Subsequent to receiving the results of the questionnaire, EMO conducted several day-long Interviews and Interactive Workshops with community and University stakeholders, including students, faculty, staff, athletic coaches and administrators to discuss several Master Plan alternatives.

3) EMO prepared a Programming Analysis detailing athletic facility needs for the four (4) highest priority athletic facilities as identified by UWF stakeholders based on comparable facilities located at other UWF-identified aspirant institutions.

4) EMO developed a Site Plan and Concept Diagrams for future athletic facilities in consideration of the outcome of steps 1, 2 and 3 described above.

5) EMO is in the process of preparing a Capital Budget to be used as a guide in support of securing funding for the four (4) highest priority athletic facilities as identified by UWF stakeholders.

6) EMO is completing the Final Athletic Facilities Master Plan document for use by UWF and its stakeholders as the University endeavors to strengthen the existing athletic program, and to position for future athletic program expansion.

The presentation made by Warren A. Emo, AIA, NCARB, CGC, President of EMO/ARCHITECTS, Inc. was an overview of the above described process undertaken by their team and the Athletic Facilities Master Plan concept being proposed for future consideration.

The intent would be to incorporate this Athletic Facilities Master Plan into the Campus Master Plan when next updated.

Athletic Facilities Master Plan
http://uwf.edu/trustees/Sep17_10/AFMP.pdf

4. UPDATE – Update on Financial Recovery for Deepwater Horizon Oil Spill Aftermath was presented by Ms. Betsy Bowers, Associate Vice President for IAMC who reported that after the April 20, 2010, Oil Spill, UWF researchers and professionals sprang into action as soon as it was announced. They began collecting water and sand samples to serve as pre-data. Bowers noted that researchers and staff
continued to provide regular data about the quality of the water along the shoreline with immediate daily posting of results so that local officials could make critical decisions regarding access to our beaches.

UWF began work immediately in response to local needs and worked tirelessly to provide our data within one day to facilitate decision making. UWF hosted three key events: Governor’s Oil Spill Recovery Task Force on June 30, 2010, a special Town Hall meeting with Senator Bill Nelson and Mr. Kenneth Feinberg on August 10, 2010, and an informational session with our researchers and Dr. Jane Lubchenco, Under Secretary of Commerce and NOAA Administrator on August 10, 2010.

The Board of Governors has requested monthly reporting of our estimated expenses and lost revenue. Also, UWF is filing claims with BP for the Deepwater Horizon Oil Spill aftermath and following the guidelines established in the Oil Pollution Act of 1990. To date, we have spent approximately $315,000 and filed with BP for reimbursement. Our anticipated lost revenue to date is approximately $9,700.

UWF may not feel the full effects on enrollment and revenue until the end of next summer. We may find 1) more students filing for financial aid in the Spring 2011 and Summer 2011; 2) delaying graduation or; 3) transferring to another institution. For these reasons, we are unsure of the true effect on our enrollment. Accordingly, we will submit claims showing our enrollment effects through Summer 2011.

Bowers said UWF will continue to seek monies from BP and assistance from the state for non-reimbursed costs. University personnel continue documenting and submitting claims for reimbursement; continue to monitor oil spill expenses for matching and accuracy; and university personnel continue to submit monthly reports to the Board of Governors as required. Full recovery of actual out of pocket expenses is not anticipated. As we begin to process claims with BP, UWF will learn of out-of-pocket expenses that will not be reimbursed.

Detail schedules for Oil Spill Estimated Expenses and Lost Revenue
Form 3-A Comprehensive
http://uwf.edu/trustees/Sep17_10/Form3A.pdf
Form 3-B Comprehensive
http://uwf.edu/trustees/Sep17_10/Form3B.pdf

5. An UPDATE on Creating Great Futures Campaign and University Advancement was provided through PowerPoint presentation by Dr. Kyle Marrero, Vice President.

   Update University Advancement
   http://uwf.edu/trustees/Sep17_10/ADVRPT.ppt

Following that update, General Counsel was asked to report back to the Board regarding status of the lease for the Maritime Museum.

6. An UPDATE on Housing and Residence Life was provided through PowerPoint Presentation by Dr. Ruth Davison, Director of Housing and Residence Life.

   Update Housing & Residence Life
   http://uwf.edu/trustees/Sep17_10/Housing.pptx
7. **Strategic Issues** were briefly addressed regarding the University’s position on the VADM John Fetterman State of Florida Maritime Museum. It was suggested that a Maritime Museum Workshop be held the first week of October for new trustees.

Also, due to several trustees’ terms expiring in January 2011 Chair Clark appointed an ad hoc Officer Nominations Committee for Chair and Vice Chair. Trustee Platt will chair the committee with members Collier Merrill and Jeanne Godwin.

Other Full Board Items

Upcoming Events

- **Sept 30** 10A  State of University Address @ Commons Auditorium (B22)
  - BBQ Follows  RSVP to fbowers@uwf.edu
- **Dec 9**  Heritage Hall Ribbon Cutting
  - Holiday Reception/Dinner @ Museum of Commerce
- **Dec 10**  BOT Meeting @ UWF Conference Center
- **Dec 11**  Fall Commencement @ PNS Civic Center
  - Morning Ceremony Only
- **Jan 18-19, 2011**  UWF Hosts Board of Governors Meeting @ UWF Conference Center
- **Mar 25**  BOT Meeting @ Conference Center
- **April 30**  Spring Commencement @ PNS Civic Center
- **June 9**  BOT Meeting @ Conference Center
- **June 10**  Strategic Planning @ Conference Center

With no further business to address adjournment occurred at 4:50 p.m.
Motion by:  Trustee Merrill
Seconded by:  Trustee Platt
Motion passed unanimously.

Respectfully submitted,
Faye H. Bowers, recording secretary