



AGENDA

THE UNIVERSITY OF WEST FLORIDA

BOARD OF TRUSTEES MEETING

December 10, 2015

9:00 a.m.

UWF Conference Center

11000 University Parkway, Building 22, Pensacola, Florida 32514

APPROVAL OF MINUTES BY COMMITTEES

Audit and Operations Committee:

Susan O'Connor, Chair

- Approve Minutes of November 19, 2015

Finance and Facilities Committee:

Mort O'Sullivan, Chair

- Approve Minutes of November 19, 2015

Academic Affairs Committee:

Garrett Walton, Member

- Approve Minutes of November 19, 2015

Student Affairs Committee:

Jay Patel, Chair

- Approve Minutes of November 19, 2015

Presidential Compensation & Contract Committee:

Dave Cleveland, Chair

- Approve Minutes of November 19, 2015

FULL BOARD

1. **Call to Order and Chair's Remarks** **Lewis Bear, Jr.**

2. **President's Report** **Dr. Judy Bense**

3. **Recognitions**

4. **Approval of Minutes**

- September 30, 2015 Board of Trustees Meeting

5. **Committee Reports**

- Audit and Operations Committee – Susan O'Connor, Chair
- Academic Affairs Committee – Garrett Walton, Member
- Finance and Facilities Committee – Mort O'Sullivan, Chair
- Student Affairs Committee – Jay Patel, Chair
- Presidential Compensation & Contract Committee – Dave Cleveland, Chair

6. **Public Comment**

7. **Consent**

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.

- A. Acceptance of UWF Internal Auditing Reports: Banner Student General IT Controls; Grade Integrity
- B. Acceptance of Internal Auditing PCard Audit Reports 1st Quarter 2015-2016
- C. Approval of Revisions to UWF/REG 2.028 University Holidays
- D. Approval of FY2016/2017-2020 Amended Fixed Capital Outlay Plan
- E. Approval of Revised UWF/REG 3.008 Academic Probation, Suspension, Reinstatement
- F. Approval of Revisions to UWF/REG 3.001 Admission Standards for First Time in College Student Applicants
- G. Approval of Revisions to UWF/REG 3.032 Undergraduate Admission Standards for Transfer Students

Action Items

1. Appointment of Presidential Search Committee
2. Resolution to Board of Governors

Informational Items

1. 2016-17 Board of Trustees Tentative Meeting Dates for Review
2. Alice Amelia Hall Trust Donation Update

Other Business

Concluding Remarks and Adjournment

Other Activities and Upcoming Events

- **Tonight, December 10, 2015** – UWF Boards Holiday Reception, Scenic Hills Country Club, 5:30 p.m.
- **Saturday, December 12, 2015** – UWF Fall Commencement, Pensacola Bay Center, 10 a.m. & 2 p.m.
- **December 24, 2015-January 3, 2016** – UWF Winter Break
- **February 25, 2016** – UWF Board of Trustees Committee Meetings, UWF Conference Center, 9 a.m.
- **March 16-17, 2016** – UWF Hosts Board of Governors Meeting, UWF Conference Center
- **March 24, 2016** – UWF Board of Trustees Meeting, UWF Fort Walton Beach Campus, 9 a.m.

**UWF Board of Trustees Meeting
December 10, 2015**

Issue: Appointment of Presidential Search Committee

Proposed Action: Approval

Dr. Judith A. Bense is planning to retire December 31, 2016.

The Board of Trustees is charged with identifying a dynamic and competent individual to assume the leadership of the University of West Florida.

The UWF Board of Trustees will approve the appointment of a Presidential Search Committee whose responsibilities will include:

- Development of a leadership statement, using guidelines from the Board and campus and community input
- Development of the presidential job description
- Development of search procedures
- Scheduling publication of advertisements
- Recommending selection of a Search Firm
- Reviewing applications
- Interviewing candidates
- Developing shortlist of candidates for consideration
- Selecting and recommending to the Board of Trustees at least three unranked candidates for consideration

Recommendation: Approve the Appointment of the Presidential Search Committee

Prepared by: Becky Luntsford, BOT Executive Specialist, rluntsford@uwf.edu, 850-474-2449

Presented by: Lewis Bear, Jr., BOT Chair

**UWF Board of Trustees Meeting
December 10, 2015**

Issue: UWF Board of Trustees Resolution to the Florida Board of Governors

Proposed Action: Approval

The University of West Florida Board of Trustees respectfully requests the Florida Board of Governors to consider the importance of the UWF Laboratory Sciences Annex to the University and to the furtherance of the educational goals established for the State of Florida.

Funding for the UWF Laboratory Sciences Annex will greatly enhance the University's ability to serve its students in biology, chemistry, and clinical laboratory sciences, all within the STEM disciplines identified by the Board of Governors as being of critical importance to the state.

The UWF BOT is providing a resolution to the Florida Board of Governors for their information and use in determining state priorities for allocation of available funding.

Supporting Documents: Resolution to the Board of Governors

Prepared by: Becky Luntsford, Executive Specialist, UWF Board of Trustees,
rluntsford@uwf.edu, 850-474-2449

Presented by: Lewis Bear, Jr., Chair, UWF Board of Trustees

A RESOLUTION DECLARING SUPPORT FOR THE UNIVERSITY OF WEST FLORIDA BUILDING 58 PROJECT AND PROVIDING INFORMATION TO BE USED IN DETERMINING CRITICAL STATE FUNDING ISSUES; AND PROVIDING AN EFFECTIVE DATE.

Whereas, the University of West Florida has experienced substantial growth in the core disciplines of science, technology, engineering, and math (STEM) and related programs including physics and computer science at both the graduate and undergraduate levels; and

Whereas, the growth in these programs, all within the STEM disciplines identified by the Board of Governors as being of critical importance to the state, has been enhanced at UWF by provision of the new Building 4 provided by the legislature and the Board of Governors; and

Whereas, the University's Building 58 project has been constituted a UWF top capital project as the existing building has been occupied since 1972 and does not provide adequately safe and appropriate research and laboratory space; and

Whereas, the Building 58 Lab Sciences Annex will greatly enhance the University's ability to serve its students in the wet sciences of biology, chemistry, and clinical laboratory sciences, all within the STEM disciplines identified by the Board of Governors as being of critical importance to the state; and

Whereas, the proposed project will include research laboratories, classroom, and student study spaces, which will comprise 85 percent of the 50,811 gross square feet planned to be located contiguous and connected to the existing Building 58; and

Whereas, following the support and recommendation of members of the Board of Governors Facilities Committee, \$11 million in funding was re-appropriated and allocated in 2015 toward phase I of the Annex (programming, design, planning, site work, and infrastructure) in preparation for the 2016-17 Annex construction phase II (\$8.6 million) and 2017-18 final construction and equipment phase III (\$6.6 million). University staff have collaborated with Board of Governors facilities staff to ensure that the project scope of work has been efficiently programmed including substantial savings on the chiller room component of the project; and

Whereas, the Building 58 Lab Sciences Annex furthers the following BOG Strategic Priorities, Key Performance Indicators and UWF Strategic Plan Goals:

- Increase the number of undergraduate and graduate STEM degrees.
- Increase research activity and external support.
- Strengthen quality and reputation of research.
- Reduction in average time to degree.
- Increase percentage of undergraduate seniors participating in a research experience.
- Enhance student access, progression, and learning and development.

- Distinctive teaching, scholarship, research and professional contributions.

Whereas, twelve percent of all UWF degrees in academic year 2013/2014 were awarded in fields housed in Building 58; and

Whereas, UWF currently has 1,114 Students Enrolled in Biology, Chemistry, Marine Biology, and Clinical Sciences Degree Programs that are housed in Building 58; and

Whereas, more than 4,500 undergraduate and graduate students have enrolled in classes utilizing laboratories in Building 58; and

Whereas, Building 58 provides laboratories critical to UWF's research function and is home to the University's Center for Environmental Diagnostics and Bioremediation, providing critical water quality information on a statewide basis; and

Whereas, \$8.1 million in research grant funding has been obtained in recent years for programs housed in Building 58, including a NIH grant for a five year program to support underrepresented students in STEM disciplines; and

Whereas, the academic consequences of not funding the Building 58 Lab Sciences Annex project include the loss of practical research experience and slowing progression to graduation for students in critical STEM disciplines, NOW THEREFORE,

BE IT RESOLVED BY THE UNIVERSITY OF WEST FLORIDA BOARD OF TRUSTEES:

That the UWF Board of Trustees declares its support for the Building 58 Lab Sciences Annex;

That the UWF Board of Trustees provides this information to the Florida Board of Governors for their information and use in determining state priorities for allocation of available funding and any increased funding for capital projects that may become available to the Board of Governors and the reprioritization of the project as a top priority;

That the UWF Board of Trustees respectfully requests the Florida Board of Governors to consider the importance of the Building 58 Lab Sciences Annex to the STEM students, University of West Florida, and to the furtherance of the educational goals established for the State of Florida.

This Resolution shall take effect immediately upon its adoption.

Adopted this ____ day of _____, 2015.

UNIVERSITY OF WEST FLORIDA BOARD OF TRUSTEES

By: _____

CERTIFICATE OF THE CORPORATE SECRETARY

The undersigned President of the University of West Florida and Corporate Secretary of the University of West Florida Board of Trustees, does hereby certify that the attached resolution is a true and accurate copy as adopted by the University of West Florida Board of Trustees on _____, 2015, as such resolution appears in the official records of the Board of Trustees.

IN WITNESS WHEREOF, I hereunto set m y hand and the official seal of the University of West Florida Board of Trustees this ____ day of _____ 2015.

President, ex-officio Secretary

UWF Board of Trustees Meeting

December 10, 2015

Issue: 2016-17 Board of Trustees TENTATIVE Meeting Dates**Proposed action:** Review and Advise the BOT Support Staff of Problems and/or Conflicts

Background information: The UWF Board of Trustees is scheduled to meet four (4) times annually during FY2016/2017. BOT committee meetings are scheduled two-three weeks prior to full Board meetings when possible. The dates below have been chosen with the Board of Governors' and UWF Foundation Board of Directors meeting dates in mind. BOT conference calls and emergency meetings will be scheduled as needed.

Recommendation: Check the dates against your calendar and schedule and advise the UWF BOT support staff of any problems or conflicts. Trustees will be asked to approve these dates at the March 24, 2016 meeting.

AUGUST 2016**16 or 17** **UWF Board of Trustees COMMITTEES** @ UWF Conference Center**SEPTEMBER 2016****27 or 28** **UWF Board of Trustees MEETING** @ UWF Conference Center
21 & 22 *BOG @ New College of Florida - Sarasota***OCTOBER 2016****18** *BOG @ University of South Florida - Tampa***NOVEMBER 2016****2 & 3** *BOG @ Florida Atlantic University – Boca Raton*
17 or 18 **UWF Board of Trustees COMMITTEES** @ UWF Conference Center**DECEMBER 2016****8 or 9** **UWF Board of Trustees MEETING** @ UWF Conference Center
10 *UWF Fall Commencement***JANUARY 2017****25 & 26** *BOG @ Florida Polytechnic University - Lakeland***FEBRUARY 2017****23** *BOG Conference Call*
22 or 23 **UWF Board of Trustees COMMITTEES** @ UWF Conference Center**MARCH 2017****29 & 30** *BOG @ Florida A&M University - Tallahassee*
22 or 23 **UWF Board of Trustees MEETING** @ UWF Emerald Coast Campus**MAY 2017****6** *UWF Spring Commencement*
9 *BOG Conference Call*
25 or 26 **UWF Board of Trustees COMMITTEES** @ UWF Conference Center**JUNE 2017****20 - 22** *BOG @ University of South Florida - Tampa*
29 or 30 **UWF Board of Trustees MEETING** @ UWF Conference Center
29 or 30 *UWF Joint Boards' Appreciation Dinner @ UWF Conference Center***Fiscal Implications:** None**Supporting documents:** None**Prepared by:** Becky Luntsford, Executive Specialist, 850-474-2449, rluntsford@uwf.edu**Presenter:** Lewis Bear, Jr., Chair, UWF Board of Trustees

**UWF Board of Trustees Meeting
December 10, 2015**

Issue: Alice Amelia Hall Trust Donation Update

Proposed Action: Information

Briefing Points:

- The donation from “Alice Amelia Hall Trust” is a property to be developed, preserved, and maintained as a nature preserve and farmstead museum for the public to observe and learn about agricultural economy and practices of the 18th and/or 19th centuries, as well as the flora and fauna indigenous to Santa Rosa County, Florida and Northwest Florida.
 - The University, through the UWF Foundation as a 501(c)3, has the unique capacity to establish and operate this property in accordance with the donor’s intent and at the same time fulfilling the educational mission of the University of West Florida Historic Trust.
-

Prepared by: Dr. Brendan Kelly, Vice President for University Advancement and President, UWF Foundation, Inc.; bkelly@uwf.edu; 850-474-3306

Facilitator/Presenter: Dr. Brendan Kelly, Vice President for University Advancement and President, UWF Foundation, Inc.; bkelly@uwf.edu; 850-474-3306
