Chair Jay Patel called the meeting to order on at 11:59 a.m. Trustee LuTimothy May was in attendance. Trustee Jake Hebert participated by phone.

Other trustees in attendance: Bentina Terry, Bob Sires, Dave Cleveland, Suzanne Lewis, Greg Britton, Bob Jones, Dick Baker, Lewis Bear, Jr., and Ted Fox.

Others in attendance: Dr. Judy Bense, President; Dr. Martha Saunders, Provost; Dr. Kevin Bailey, VP Student Affairs; Dr. Steven Cunningham, VP Finance & Administrative Services; Dr. Brendan Kelly, VP Advancement; Pat Lott, General Counsel, Ms. Betsy Bowers, AVP Internal Auditing; Dr. George Ellenberg, Vice Provost; Dr. Jim Hurd, AVP Student Affairs; Ms. Cynthia Talbert, Internal Auditing; Mr. Dan Bevel, Internal Auditing; Ms. Ellen Till, Director, Business Affairs & Auxiliary Services; Dr. Michael Huggins, Dean, CASSH; Dr. Ed Ranelli, College of Business; Dr. Steve Brown, Dean, CEPS; Dr. Steve Crawley, Dean, COPS; Dr. Rick Harper, AVP, OEDE; Dr. Ermalynn Kiehl, Dean, COH; Dr. Ed Ranelli; Dr. Jay Clune, Dean, Graduate School; Dr. Kim LeDuff, AVP, Dean, University College ; Dr. Joffery Gaymon, AVP Enrollment Affairs; Ms. Janice Gilley; Mr. Marc Churchwell; Chief John Warren, University Policy; Dr. Tim O’Keefe, Dean, College of Business; Ms. Mica Hughes-Harrell, Director Wellness Services; Dr. Vanee Cao-Nguyen, Director SDRC; Dr. Bob Dugan, Dean, Library Studies; Dr. Sarah Luczyk, AVP, Student Affairs; Dr. Brandon Frye, AVP, Dean of Students; Dr. James Barnett, Interim CEO, UWF BEI; Ms. Megan Gonzalez, University Communications; Ms. Colleen Asmus, Controller; Mr. Jeff Djerlek, Asst Controller; Ms. Martha Lee Blodgett, University Advancement; Ms. Karen Rentz, Director, Office of EOC; Ms. Robin Zimmern, Assistant Dean of Students; Ms. Sandra Thompson, Director, ITS; Ms. Melanie Haveard, Director, ITS; Dr. Jenae Burhart, ITS; Dr. Michael White, ASPIRE; Mr. William Coleman, ITS; Mr. Pat Crawford, WUWF Public Media; Mr. David Scott, Athletic Director; Ms. Lisa Berneau, Assistant General Counsel; Ms. Lauren Loeffler, Director Career Center; Ms. Jamie Sprague, Assoc Director Human Resources; Ms. Angela Jones, Director, Procurement and Contracts; Dr. Claudia Stanny, Director, CUTLA: Mr. Daniel Lucas, Chief Financial Officer, UWF Foundation; Dr. William Healey, Director, Recreation and Sports Services; Dr. Rebecca Kennedy, AVP Counseling Center; Andrew Romer, Executive Specialist; Eric Ingerman, Sound Specialist; and Becky Luntsford, Executive Specialist.

**CHAIR’S GREETING**

Chair Patel welcomed everyone and thanked all for attending. He gave a special welcome to Trustee Jake Hebert as the newly-elected UWF SGA President. Chair Patel explained that Jake
was joining the committee meeting by phone as he is campaigning throughout the state in hopes of being elected President of the Florida Student Association.

Chair Patel recognized President Judy Bense, Chair Lewis Bear, Jr. and all trustees in attendance.

**ACTION ITEM**

1. **Approval of Revision of UWF REG 3.010 Student Code of Conduct** was presented by Dr. Brandon Frye, Assistant Vice President and Dean of Students.

Per policy, REG-3.010 *Student Code of Conduct* shall be reviewed at minimum, every three years under the direction of the Vice President for Student Affairs by a committee composed of at least 50% students appointed by the student body president.

Dr. Kevin Bailey, Vice President for Student Affairs, assigned Dr. Brandon Frye, AVP/Dean of Students as the chair of the *Student Code of Conduct* review committee and appointed/approved a committee comprised of faculty, staff and students.

The committee met over a period of several months to update and revise the *Student Code of Conduct*. During the process the committee reviewed best practices related to student conduct codes, and for comparative purposes completed a document analysis of each SUS Intuition’s respective student conduct code.

Revisions were documented in the notice and proposed UWF regulation (3.010 Student Code of Conduct).

A motion was made to Recommend the full Board approve Promulgation of UWF REG 5.003 Skateboards and Similar Devices as set forth in the supporting documentation at the March 24th meeting.

Motion by: Trustee LuTimothy May
Seconded by: Trustee Jay Patel
Motion passed.

**INFORMATION ITEMS**

1. **Housing and Residence Life Update** Dr. Jim Hurd, Senior Associate Vice President for Student Affairs provided the committee with an update on housing occupancy, operating budget, facility issues and initiatives, and residential programming.
Dr. Hurd explained that Morrette Construction is currently working on the (15) Southside Dorms’ allergen issues. Once the university knows more from the vendor’s assessment, UWF can decide whether to reopen those dorms as a part of the university’s and housing’s master plan.

Pat Lott explained that bond documents do show that the South Side dorms can be taken off line without any penalty. Those buildings are taken off line every summer routinely. Also, maintenance and repairs made out of those contingency funds do not reflect negatively for purposes of debt calculation.

Trustee Suzanne Lewis said she understands this is a “when” not a “whether” question. She hopes this can be done expediently than a long drawn out manner once a good decision is made.

Lewis Bear, Jr. closing those buildings will not affect our bond rating?

Pat Lott said, “Yes, the closing of the buildings is specifically allowed.” Housing and the Foundation have worked very hard on making sure we meet the requirements.

Dave Cleveland concurred the debt service ratio will be tight. Housing and Foundation staff are looking at this very closely and optimistically.

Lewis Bear, Jr. in discussion of metrics and how to improve some of our numbers, asked if UWF will be requiring first-year students to live on campus.

Dr. Hurd explained there are two issues relating to this. First, that qualifying for new building funds is necessary and unless we show high-full-occupancy rates, UWF will not qualify. There is also reluctance from the Governor’s office for new bonds to be issued for live-on-campus students housing. These two issues must be resolved.

Pat Lott said the BOG does not prohibit universities from making a policy to have freshmen live on campus. However, if a university says we have a policy requiring students to live on campus, the BOG may not see that as favorable, as they discourage financing and promote keeping costs low.

2. **Spring 2015 National College Health Assessment Data** was presented by Ms. Mica Harrell, Director of Wellness Services.

Wellness Services conducts the National College Health Assessment (NCHA) with UWF Students every other spring semester. This health assessment provides broad information on the UWF student population as it relates to physical health, mental health, substance use, violence, safety, and sexual health. The assessment provides Wellness Services with a snapshot of UWF student health needs as well as a large national reference group to compare our student health to those of other students across the nation. This data is used
to prioritize health and wellness resources and services as it relates to treatment and prevention.

Data from the NCHA was presented along with strategies of how Wellness Services is addressing prioritized student health needs. NCHA was last administered in Spring, 2015. Next administration will be in Spring, 2017.

3. Career Services and Student Health Center Program Reviews was presented by Dr. Sarah Luczyk, Director, Student Affairs Planning & Assessment.

All departments within the Division of Student Affairs participate in a program review every five years. The review is a way to identify departmental strengths and areas of improvement. The Director of Student Affairs Assessment, Planning & Research will provide a PowerPoint presentation regarding the most recent program reviews for Career Services and the Student Health Center.

OTHER COMMITTEE BUSINESS

None

ADJOURNMENT

With no further Student Affairs items to discuss, the meeting was adjourned at 12:51 p.m.

Respectfully submitted,
Becky Luntsford, recording secretary