Minutes
Student Affairs Committee Meeting
UWF Board of Trustees
May 21, 2015

Chair Jay Patel called the meeting to order at 11:44 a.m. with the following committee members present: Jay Patel, LuTimothy May, and Daniel McBurney.

Other trustees in attendance: Lewis Bear, Jr., Mort O’Sullivan, Richard Hough, Dave Cleveland, Robert Jones, Bentina Terry, Susan O’Connor, and Garrett Walton.

Others in attendance: Dr. Judy Bense, President; Dr. Martha Saunders, Provost; Dr. Brendan Kelly, VP for University Advancement; Dr. Kevin Bailey, VP Student Affairs; Pat Lott, General Counsel, Ms. Betsy Bowers, IVP Business, Finance & Facilities; Dr. George Ellenberg, Vice Provost, Ms. Cynthia Talbert, Interim Director, Internal Auditing; Ms. Ellen Till, Director, Business Affairs & Auxiliary Services; Dr. Jim Hurd, AVP for Student Affairs; Dr. Richard Podemski, AVP, Research & Sponsored Programs; Dr. Michael Huggins, Dean, CASSH; Dr. Steve Brown, Dean, CEPS; Dr. Greg Lanier, Dean, University College; Dr. Carl Backman, Interim Assoc Dean, COB; Dr. Ed Ranelli; Dr. Ruth Davison; Dr. Tom Westcott; Dr. Gentry McCurdy; Ms. Janice Gilley; Dr. Michael White, Director, Strategic Planning & IE; Dr. Jay Clune, Dean, Graduate School; Mr. Pat Crawford, Executive Director, WUWF Public Broadcasting, Dr. Brandon Frye, AVP, Dean of Students; Dr. James Barnett, Interim CEO, UWF BEI; Ms. Mica Hughes-Harrell, Director, Wellness Services; Ms. Megan Gonzalez, Director, Public Relations; Ms. Lauren Loeffler, Director, Career Services; Ms. Cindy Faria, AVP Human Resources; Ms. Karen Rentz, Director, Office of EOC; Ms. Robin Zimmern, Assistant Dean of Students; Dr. Rick Harper, Executive Director, OEDE; Ms. Sandra Thompson, Director, ITS; Ms. Melanie Haveard, Director, ITS; Mr. Paul Nelson, Network Engineer, ITS; Mr. William Coleman, ITS, Ms. Angela Wallace, Director, Business, Finance and Facilities Division; Mr. David O’Brien; Mr. Matt Marshall; Mr. Tony Nguyen, Associate Athletic Director; Mr. David O’Brien, AVP Business and Property Development; Ms. Anita Schonberger, Deputy General Counsel; Mr. James Felder, Associate General Counsel; Ms. Colleen Asmus, AVP Financial Services; Ms. Angela Jones, Director, Procurement and Contracts; Ms. Valerie Moneyham, AVP, Business, Finance & Facilities; Dr. Claudia Stanny, Director, CUTLA: Dr. Tim O’Keefe, Dean, College of Business; Mr. Daniel Lucas, Chief Financial Officer, UWF Foundation; Mr. Jeffrey Djerlek, Assistant Controller, Financial Services; Dr. Joffrey Gaymon, AVP Enrollment Affairs; Mr. Christopher Lizen, Institutional Research; Mr. David Scott, Athletic Director; Mr. Dan Bevel, Internal Auditor; Mr. Matthew Packard, Compliance Specialist; Dr. William Crawley, Dean, CEPS; Dr. Rebecca Kennedy, AVP Counseling Center; Dr. Sarah Luczyk, Director, Student Affairs Plan; Mr. Andrew Romer, Executive Specialist; Eric Ingerman, Sound Specialist; Ms. Rebecca Sandberg, Administrative Assistant; Becky Luntsford, Executive Specialist.
CHAIR’S GREETING

Chair Patel welcomed everyone and thanked all for being here today. He recognized President Judy Bense, Chair Lewis Bear, Jr., and Trustees Bear, O’Sullivan, Hough, Cleveland, Jones, Terry, O’Connor and Walton.

ACTION ITEMS

1. Approval of 2015 Florida Educational Equity Act Report was presented by Karen Rentz.

The Florida Education Equity Act Report is completed annually by each Florida public university and includes information on the University’s progress in implementing strategic initiatives related to equity and access in academic services, programs, and student enrollment; equity in athletics; and equity in employment as required by Regulation 2.003 Equity and Access. Each University’s Florida Educational Equity Act Report is approved by the Board of Trustees and is submitted to the Board of Governors. The Student Enrollment and Employment reporting focuses on females and members of specified racial/ethnic groups. The Athletics portion of the report focuses on gender equity on the basis of Accommodation of Interests and Abilities. The 2015 Florida Education Equity Report is based on 2013-2014 data.

In 2014, a UWF Student Diversity Goals committee was formed. The purpose of this committee was to collectively set student diversity goals for the annual Florida Equity Report. The committee is composed of university employees such as the Chief Diversity Officer, the Assistant Vice President of Enrollment Affairs, and the Director of Student Retention. This Committee met several times throughout 2014. As a result, the student diversity goals were changed to three-year goals that will now cover the 2014/2015, 2015/2016, and 2016/2017 Academic Years (“AY”). The three-year goals will better correlate to the University’s comprehensive Diversity Plan (2014-2017).

A motion was made to Recommend Approval of the 2015 Florida Educational Equity Act Report by the full Board at the June 23, 2015 meeting.

Motion by: Trustee Daniel McBurney
Seconded by: Trustee LuTimothy May
Motion passed unanimously.

2. Approval of SGA Internal Auditing Procedures and Recommend Delegation of Authority to Vice President for Student Affairs to Review and Approve Subsequent Amendments to Said Operating Procedures was presented by Trustee and SGA President Daniel McBurney.
University of West Florida Student Government is established pursuant to Board of Governors Regulation 6.014. The Vice President for Student Affairs or designee serves as the advisor to Student Government. The Student Government Association, as required by Board of Governors Regulation 6.014, is expected to adopt and maintain internal operating procedures (e.g., Constitution, Statutes, or Bylaws) that are to be approved by the Board of Trustees or its designee. While conducting a regular review of the University Policy on Student Organizations, staff discovered that such an approval has not been done.

Student Government has long maintained a constitution and bylaws which are both regularly amended by Student Government pursuant to the organization’s established processes. The intent of this action is to comply with Board of Governors Regulation 6.014 which requires that these documents be approved by the Board of Trustees, or its designee, and to designate an appropriate University officer to review and approve future amendments to these documents.

A motion was made to Recommend Approval of SGA Internal Auditing Procedures and Recommend Delegation of Authority to Vice President for Student Affairs to Review and Approve Subsequent Amendments to Said Operating Procedures by the full Board at the June 23, 2015 meeting.

Motion by: Trustee LuTimothy May
Seconded by: Trustee Daniel McBurney
Motion passed unanimously.

INFORMATION ITEMS

1. Housing Update was presented by Dr. Ruth Davison.

2. Student Green Fee Update was presented by Dr. Jim Hurd.

OTHER COMMITTEE BUSINESS

On behalf of the UWF Board of Trustees Student Affairs Committee, Chair Patel made a special presentation to UWF Counseling and Psychological Services. He presented counseling and therapy staff members with a plaque recognizing the excellent service and outstanding support CAPS provides in helping UWF students address how to manage, cope, and grow with the stress associated with school and life.

ADJOURNMENT

With no further Academic Affairs items to discuss, the meeting was adjourned at 12:23 p.m.

Respectfully submitted,
Becky Luntsford, recording secretary