

**Full Board Meeting
December 14, 2023
Zoom Webinar
Minutes**

Table of Contents

Board Meeting.....	2
I. Call to Order.....	2
II. Roll Call.....	2
III. Greeting.....	2
IV. Public Comment.....	2
V. Approval of Minutes.....	2
VI. Reports.....	3
A. President’s Report.....	3
B. Provost’s Metrics Report.....	4
C. Committee Reports.....	4
1. Academic Affairs Committee.....	4
2. Audit and Compliance Committee.....	5
3. Finance, Facilities, and Operations Committee.....	5
4. Student Affairs Committee.....	6
5. Officer Nomination Ad Hoc Committee.....	6
D. Direct Support Organization Reports.....	6
1. UWF Business Enterprises, Inc. Report.....	6
2. UWF Foundation, Inc. Report.....	7
3. UWF Historic Trust, Inc. Report.....	7
VII. Unfinished Business.....	7
A. Consent Agenda.....	7
VIII. New Business.....	8
A. Action Items.....	8
1. BOT-1: Statewide Mutual Aid Agreement and Corresponding Resolution.....	8
2. BOT-2: Approve Real Property to be Marketed to Sell.....	8
3. BOT-3: UWF Board of Trustees Election of Officers.....	8
IX. Announcements.....	9
X. Adjournment.....	9

Board Meeting**10:00 a.m.**

The public was provided with information on the UWF Board of Trustees website to join this public meeting virtually through Zoom Webinar.

I. Call to Order

- A. The meeting of the UWF Board of Trustees was called to order at 10:00 a.m. by Chair Suzanne Lewis.

II. Roll Call

- A. Chair Lewis asked Anna Lochas to conduct roll call. Trustees Dick Baker, Susan James, Suzanne Lewis, Ariauna Range, Jill Singer, Alonzie Scott, and Stephanie White.
- B. Others in attendance included:
 1. Dr. Martha Saunders, President; Dr. Gary Liguori, Provost and Senior Vice President; Howard Reddy, Vice President of University Advancement; Dr. Greg Tomso, Vice President of Academic Engagement and Student Affairs; Betsy Bowers, Vice President of Finance & Administration; Susan Woolf, General Counsel; Jamie Sprague, Associate Vice President of Human Resources; Dave Scott, Associate Vice President for Intercollegiate Athletics; Dr. Michelle Williams, Vice Provost; Jeffrey Djerlek, Associate Vice President and University Controller; Cindy Talbert, Chief Auditing Executive; Matthew Packard, Chief Compliance Officer; Christophe Lizen, Director of Institutional Research; Daniel Lucas, Associate Vice President of Advancement; Michael Wyatt, Assistant General Counsel; Patrice Moore, Assistant Vice President of Academic Advocacy and Graduation Success; Dallas Snider, Chair, Department of Information Technology; Anamarie Mixson, Assistant Vice President of the Office of the President; and Anna Lochas, Board of Trustees Liaison.

III. Greeting

- A. Chair Lewis welcomed everyone to the meeting.

IV. Public Comment

- A. Chair Lewis opened the floor for public comment. There was none.

V. Approval of Minutes

- A. Chair Lewis reminded the trustees that they had been given the opportunity ahead of time to review the minutes of the September 14, 2023, Board of Trustees Meeting. Chair Lewis asked for a motion to approve the minutes as presented if there were no changes or corrections.
 1. Motion by: Trustee Scott
 2. Seconded by: Trustee White
 3. Motion passed unanimously.

VI. Reports

A. President's Report

1. Chair Lewis called on Dr. Martha Saunders to give the President's Report. Dr. Saunders presented on the University Strategic Directions highlighting the following achievements and events.
 - a. Strategic Direction 1: Student Centered and Focused
 - i. The UWF Hal Marcus College of Science and Engineering recently received a \$100,000 gift from the late Dr. Frank Silver to establish the Dr. Frank and Dale Silver Distinguished Chemistry Endowment.
 - ii. Three College of Business students delivered their stock investment recommendations for the University's student-managed Argo Growth Fund at a public presentation on November 7, 2023. After their presentations, a panel of student judges selected all three to each receive funding from the student-managed Argo Growth Fund.
 - iii. UWF came in at number twelve on the "Best for Vets" college list released by Military Times.
 - iv. A UWF graduate team placed first, and an undergraduate team placed second at the HR Florida Conference Student Case Competition held during the annual HR Florida Leadership Conference in Orlando on October 13 and 14, 2023.
 - v. The Strategic Enrollment Plan Annual Report was recently presented.
 - b. Strategic Direction 2: Employee Success
 - i. Holidayfest was held at the Historic Pensacola Village on December 6, 2023. There were several activities for faculty and staff to enjoy. Donations were collected for the Argo Pantry and the Rally Foundation for Childhood Cancer Research.
 - c. Strategic Direction 3: Exceptional Academic Programming and Scholarship Aligned with State Needs
 - i. UWF and Leidos, a Fortune 500® science and technology leader, have launched the Leidos Cybersecurity Infrastructure Lab in UWF's Hal Marcus College of Science and Engineering.
 - ii. The University is collaborating with Farcast on an innovative research program to make cancer treatment more predictable for patients.
 - iii. Ascension Sacred Heart and the UWF will begin a strategic initiative that allows 16 upper-level Bachelor of Science in Nursing students to complete the final three semesters of their clinical and classroom time on Sacred Heart Pensacola's campus.
 - iv. UWF was awarded a \$6,685,757 Triumph grant.

- d. Strategic Direction 4: Community and Economic Engagement
 - i. UWF's Educational Research Center for Child Development received a \$1.6 million, four-year grant from the U.S. Department of Education to assist Pell-eligible and Pell-recipient student-parents with the costs of childcare.
 - ii. The Aylstock, Witkin, Kreis & Overholtz Center for Leadership, in collaboration with the UWF College of Business MBA Program and Hal Marcus College of Science and Engineering, is providing graduate education to more than 200 student naval aviators.
- e. Strategic Direction 6: Operational Excellence
 - i. The College of Arts, Social Sciences and Humanities' search for its next dean is underway.
- f. Strategic Direction 7: Culture of Inclusion and Civility
 - i. The Office of Public Policy Events held their first event on October 11, 2023, an Electoral College debate.

B. Provost's Metrics Report

- 1. Chair Lewis called on Dr. Gary Liguori, Provost and Senior Vice President, to give the Metrics Report. Dr. Liguori provided an update on the ten metrics. Dr. Liguori also provided information on the new Office of Academic Advocacy and Graduation Success led by Dr. Patrice Moore. Dr. Moore answered the Trustees' questions about the new office.

C. Committee Reports

- 1. Academic Affairs Committee
 - a. Chair Lewis called on Trustee Stephanie White to give the Academic Affairs Committee Report. Trustee White explained that the Academic Affairs Committee met on Thursday, November 16, 2023, via Zoom Webinar. The committee had one action item and one information item on their agenda.
 - i. The action item was as follows:
 - i. ACA-1: Approval of the revised UWF Regulation 2.001 Post-Tenure Review, presented by Dr. Michelle Williams, Vice Provost.
 - ii. The information item was as follows:
 - i. INFO-1: Academic Program Reviews for the 2023-2024 Academic Year presented by Dr. Michelle Williams.
 - b. Trustee White explained that the Academic Affairs Committee recommended approval of the action item by the full Board of Trustees at the December 14, 2023, meeting.

2. Audit and Compliance Committee

- a. Chair Lewis called on Trustee Dick Baker to give the Audit and Compliance Committee Report. Trustee Baker explained that the Audit and Compliance Committee met on Thursday, November 16, 2023, via Zoom Webinar. The committee had four action items and three information items on their agenda.
 - i. The action items were as follows:
 - i. AUD-1: Acceptance of Internal Audit Reports, presented by Cindy Talbert, Chief Audit Executive.
 - ii. AUD-2: Acceptance of PCard Quarter 1 Audit Report, presented by Cindy Talbert.
 - iii. AUD-3: Acceptance of BEI Audited Financial Statements 2023, presented by Cindy Talbert.
 - iv. AUD-4: Acceptance of UWF Historic Trust Audited Financial Statements 2023, presented by Cindy Talbert.
 - ii. The information items were as follows:
 - i. INFO-1: IAMC Quality Assurance Review - Annual Self-Assessment 2023, presented by Cindy Talbert.
 - ii. INFO-2: Internal Auditing and Management Consulting Update, presented by Cindy Talbert.
 - iii. INFO-3: Office of Compliance & Ethics – Update on Activities, presented by Matthew Packard.
- b. Trustee Baker explained that the Audit and Compliance Committee recommended approval of all action items by the full Board of Trustees at the December 14, 2023, meeting.

3. Finance, Facilities, and Operations Committee

- a. Chair Lewis called on Trustee Jill Singer to give the Finance, Facilities, and Operations Committee Report. Trustee Singer explained that the Finance, Facilities, and Operations Committee met on Thursday, November 16, 2023, via Zoom Webinar. The committee had one action item and two information items on their agenda.
 - i. The action items were as follows:
 - i. FFO-1: Approve CDA between Escambia County and UWF, presented by Betsy Bowers, Vice President of Finance and Administration.
 - ii. The information item was as follows:
 - i. INFO-1: Update on fiscal year 2023-2024 Current Modified Operating Budget, presented by Jeffrey A. Djerlek, Associate Vice President and University Controller.

- ii. INFO-2: Update on Preliminary fiscal year 2023 UWF Financial Reports, presented by Jeffrey A. Djerlek.
 - b. Trustee Singer explained that the Finance, Facilities, and Operations Committee recommended approval of the action item by the full Board of Trustees at the December 14, 2023, meeting.
- 4. Student Affairs Committee
 - a. Chair Lewis called on Trustee Alonzie Scott to give the Student Affairs Committee Report. Trustee Scott explained that the Student Affairs Committee met on Thursday, November 16, 2023, via Zoom Webinar. The committee had one action item and one information item on their agenda.
 - i. The action item was as follows:
 - i. STU-1: Endorsement of the SUS Statement of Free Expression, presented by Aurora Osborn, Interim Director of the Office of Campus Culture and Access.
 - ii. The information item was as follows:
 - i. INFO-1: Student Health and Wellbeing Update from the Dean of Students, presented by: Dr. Mary Anderson, Associate Vice President and Dean of Students.
 - b. Trustee Scott explained that the Student Affairs Committee recommended approval of all action items by the full Board of Trustees at the December 14, 2023, meeting.
- 5. Officer Nomination Ad Hoc Committee
 - a. Chair Lewis called on Trustee Dick Baker to give the Officer Nomination Ad Hoc Committee Report. Trustee Baker explained that the Officer Nomination Ad Hoc Committee met on Monday, September 11, 2023, via Zoom Webinar. The committee had two action items and no information items on their agenda.
 - i. The action item was as follows:
 - i. OFF-1: UWF Board of Trustees Chair Nomination, presented by Committee Chair Dick Baker.
 - ii. OFF-2: UWF Board of Trustees Vice Chair Nomination, presented by Committee Chair Dick Baker.
 - b. Chair Baker identified that the officer nominations would be presented to the full Board of Trustees later in the meeting.

D. Direct Support Organization Reports

1. UWF Business Enterprises, Inc. Report

- a. Chair Lewis gave the Business Enterprises, Inc. Report and provided an overview of BEI's finances, current activities, and plans for the organization.
2. UWF Foundation, Inc. Report
 - a. Chair Lewis called on Trustee Dick Baker to give the Foundation report. Trustee Baker provided updates from University Advancement and from the UWF Alumni Association. Trustee Baker reviewed recent gifts made to the University. Trustee Baker also reported on the Foundation Board and committee activities.
3. UWF Historic Trust, Inc. Report
 - a. Chair Lewis presented the UWF Historic Trust report to the board. Chair Lewis provided a summary of the November 27, 2023, UWF Historic Trust board meeting and provided information on the organization's events and activities.

VII. Unfinished Business

A. Consent Agenda

1. Chair Lewis noted there were seven items on the consent agenda.
 - a. ACA-1: Revised UWF Regulation 2.001 Post-Tenure Review
 - b. AUD-1: Acceptance of Internal Audit Reports
 - c. AUD-2: Acceptance of PCard Quarter 1 Audit Report
 - d. AUD-3: Acceptance of BEI Audited Financial Statements 2023
 - e. AUD-4: Acceptance of UWF Historic Trust Audited Financial Statements 2023
 - f. FFO-1: Approve CDA between Escambia County and UWF
 - g. STU-1: Endorsement of the SUS Statement of Free Expression
2. Chair Lewis informed the Trustees that they may pull any individual item from the consent agenda below for further review, if needed. Chair Lewis explained that each item was fully discussed during the committee meetings and all of the recommendations of the committees reflect the proposed action provided within the agenda. Chair Lewis asked if there were any requests to pull any consent agenda items for further discussion. There were no requests.
3. Chair Lewis asked for a motion for the Board to approve and adopt the recommendations of the Academic Affairs; Audit and Compliance; Finance, Facilities, and Operations; and Student Affairs Committees made during their meetings with respect to the matters set forth on the consent agenda?
 - a. Motion by: Trustee Baker
 - b. Seconded by: Trustee Singer
 - c. Motion passed unanimously.

VIII. New Business

A. Action Items

1. BOT-1: Statewide Mutual Aid Agreement and Corresponding Resolution
 - a. The first action item was presented by Betsy Bowers, Vice President of Finance and Administration.
 - b. Chair Lewis asked for a motion to approve the signing of the Florida Statewide Mutual Aid Agreement and authorize the chair of the UWF Board of Trustees to sign on behalf of the board; and further, adopt the resolution authorizing the approval of the Statewide Mutual Aid Agreement.
 - i. Motion by: Trustee Singer
 - ii. Seconded by: Trustee Baker
 - iii. Motion passed unanimously.
2. BOT-2: Approve Real Property to be Marketed to Sell
 - a. The second action item was presented by Howard Reddy, Vice President of University Advancement.
 - b. Chair Lewis asked for motion to approve the decision of the UWF Foundation Board to authorize management to market and sell the UWF President's Club.
 - i. Motion by: Trustee Baker
 - ii. Seconded by: Trustee Scott
 - iii. Motion passed unanimously.
3. BOT-3: UWF Board of Trustees Election of Officers
 - a. Chair Lewis called on Trustee Baker to present the Officer Nomination Ad Hoc Committee's nominations for officers of the Board of Trustees.
 - b. Trustee Baker identified that the Officer Nomination Ad Hoc Committee met on September 11, 2023, to select the nominations for the Chair and Vice Chair positions for the UWF Board of Trustees for the two-year term from January 1, 2024, to December 31, 2025. Trustee Baker identified that the nomination for the Chair position was Trustee Suzanne Lewis and the nomination for the Vice Chair position was Trustee Jill Singer.
 - c. Chair Lewis thanked Trustee Baker and opened the floor for additional nominations. No other nominations were made.
 - d. Chair Lewis asked for a motion to approve the election of Suzanne Lewis as Chair; and Jill Singer as Vice Chair of the

University of West Florida Board of Trustees to serve the two-year term from January 1, 2024, to December 31, 2025.

- i. Motion by: Trustee Baker
- ii. Seconded by: Trustee White
- iii. Motion passed unanimously.

IX. Announcements

- A. Chair Lewis identified that all agenda items had been discussed. Chair Lewis reminded the board of the upcoming Board of Trustee meetings. Chair Lewis also provided a brief update on UWF's prescribed fire plans. Chair Lewis then asked if the board members had any additional business to discuss. No other business was discussed.

X. Adjournment

10:59 a.m.

- A. Chair Lewis thanked those in attendance for their participation. With no other business to discuss, Chair Lewis adjourned the meeting at 10:59 a.m.