

**Minutes**  
**University of West Florida Board of Trustees Meeting**  
**UWF Conference Center**  
**June 2, 2009**

Board Chair K.C. Clark called the meeting to order at 10:54 a.m. welcoming those in attendance. The following trustees were present. Trustee Honor Bell was excused from the meeting due to a conflict in his schedule.

Mr. K.C. Clark

Ms. Amanda Clonts

Ms. Nancy Fetterman

Mrs. Marny Gilluly

Mrs. Jeanne Godwin

Mrs. Sharon Hess Herrick

General Chuck Horner (RET)

Mrs. Catherine Kelly

Mr. Collier Merrill

Dr. Richie Platt

Mr. Roy Smith

Mr. J.T. Young

Others attending:

Dr. Judy Bense, President

Mr. Al Wenstrand, Executive Director of Florida's Great Northwest

Dr. Chula King, Provost, and Vice President for Academic Affairs

Dr. Hal White, Executive Vice President

Dr. Debbie Ford, Vice President for Student Affairs

Ms. Patricia Lott, General Counsel

Dr. Kimberly Sessions Spear, Chief of Staff/Assistant Corporate Secretary/BOT

Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT

Dr. Michael White, ITS

Mr. Matt McKinney, UC Sound

Mr. John Macdonell, W-UWF webcast

**Chair's Greetings**

Chair Clark welcomed everyone. In addition he said:

- We (BOT) are pleased to be web casting today's meeting thanks to the WUWF staff, University Commons staff and the ITS staff for providing and supporting technology.
- I appreciate everyone's participation today.
- I would like to welcome Ms. Amanda Clonts, Student Government President who was recently elected and by virtue of her office will serve as UWF trustee.

Then Chair Clark called on President Bense for her report.

## **President's Report**

Dr. Bense thanked Chair Clark and expressed her appreciation for those who prepare for the meetings that run smoothly. She then said:

- I want to recognize Dr. Debbie Ford. As you all know Dr. Ford was just named as the Chancellor of the University of Wisconsin, Parkside. I know that she will make a great Chancellor but she will be greatly missed at UWF. During her tenure here she has made stellar accomplishments and has brought nearly every area of Student Affairs up to exceeding national benchmarks and standards. We owe her a debt of gratitude and I wanted to take this opportunity to thank her for her service. This is her last BOT meeting as she will begin her new post on August 1. We will keep you all informed of her congratulatory farewell events.
- We will soon launch an internal search for the VP for Student Affairs and I feel confident that we have some quality internal candidates that can continue the good work of the division.
- As you know Dr. Van Galen has departed for U W – River Falls. I would also like to announce that I have asked Dr. Kyle Marrero to serve as interim VP for Advancement for a one year appointment. We conducted a national search but it concluded without a candidate that really fit our needs. We have a stellar fundraiser in Dr. Marrero. He has deep roots in the Pensacola Arts Community and has been incredibly successful in fundraising for our Music Department and School of Fine and Performing Arts. I think he will do an exemplary job in this post beginning August 1.
- Later today I will talk about the UWF budget. Tomorrow at our Strategic Planning Meeting I will talk about the accomplishments that we have made toward our strategic priorities, as well as the legislative session and the update on our federal initiatives. Therefore in the essence of time I will delay my remarks to later in the meeting and tomorrow.

Chair Clark congratulated Dr. Ford, as well.

## **Faculty Recognition**

Provost Chula King introduced Dr. Ed Ranelli, Dean for the College of Business. Dr. Ranelli recognized Drs. Al and Sarah Frank for their work at UWF in the College of Business during the last two decades.

Dr. Ranelli said that Al & Sarah Frank epitomize the noble mission of UWF in educating, shaping, coaching and mentoring the young people of NW Florida who aspire to be outstanding business professionals and Certified Public Accountants.

## **Staff Recognition**

Dr. Hal White, Executive Vice President recognized the Budget Assessment Team for its outstanding work on the UWF budget assessment project, which was the brainchild of President Bense. Dr. Susan Stephenson chaired the team which included Ms. Shelly Blake, Ms. Colleen Asmus, Ms. Valerie Moneyham, Ms. Angela Wallace, Dr. Tammy McGuckin, Ms. Betsy Bowers, and Dr. Kim Spear.

Dr. Stephenson expressed her appreciation to the team members, as well.

Chair Clark and Dr. Bense thanked the team, too.

### **Student Recognition**

Chair Clark called on Dr. Debbie Ford, Vice President for Student Affairs to introduce and recognize outstanding student accomplishments. However, before doing so, Dr. Ford thanked the Board and UWF for the past 6 years that she has served as the Vice President for Student Affairs.

A listing of UWF's most recent student accomplishments may be viewed at the following link: [http://uwf.edu/trustees/2Jun\\_09/Student\\_Accomplish.pdf](http://uwf.edu/trustees/2Jun_09/Student_Accomplish.pdf)

In addition, Dr. Ford introduced graduate students, April and Tim Moore who shared their experiences at UWF and the impact the University has had upon their lives thus far.

## **Committee Reports**

### **Finance, Administration & Audit Committee**

Ms. Marny Gilluly, Committee Chair brought forth the items below for ratification by the full Board. Trustee Young provided a second.

#### **Action Items**

- 1. Amendment to UWF/REG 5.010 (ERCCD) Educational Research Center for Child Development**  
[http://uwf.edu/trustees/2Jun\\_09/NOA5.010ERCCD.pdf](http://uwf.edu/trustees/2Jun_09/NOA5.010ERCCD.pdf)
- 2. UWF Annual Financial Report for 2007-08 Report #2009.126**  
[http://uwf.edu/trustees/2Jun\\_09/UWF\\_FSFY2008.pdf](http://uwf.edu/trustees/2Jun_09/UWF_FSFY2008.pdf)
- 3. Amended Guidelines for Naming Opportunities**  
[http://uwf.edu/trustees/2Jun\\_09/G\\_lines\\_Naming.pdf](http://uwf.edu/trustees/2Jun_09/G_lines_Naming.pdf)
- 4. Lease of Pensacola Historical Society Buildings**  
[http://uwf.edu/trustees/2Jun\\_09/Lease\\_PHS\\_Bldgs\\_UWF.pdf](http://uwf.edu/trustees/2Jun_09/Lease_PHS_Bldgs_UWF.pdf)
- 5. Property Exchange between West Florida Historic Preservation, Inc. and the FL Institute for Human and Machine Cognition**
- 6. Proposed Amendment to UWF Code Section 401(A) Defined Contribution Retirement Plan & Trust**  
[http://uwf.edu/trustees/2Jun\\_09/INDY2328993\\_v1\\_UWF\\_Amend\\_One401.pdf](http://uwf.edu/trustees/2Jun_09/INDY2328993_v1_UWF_Amend_One401.pdf)

7. **UWF FL Equity Reports**  
[http://uwf.edu/trustees/2Jun\\_09/FL\\_Equity\\_RPT.pdf](http://uwf.edu/trustees/2Jun_09/FL_Equity_RPT.pdf)
8. **2009/10-2010/11 (IAMC) Internal Auditing & Management Consulting Work Plan**  
[http://uwf.edu/trustees/2Jun\\_09/IAMC\\_WP.pdf](http://uwf.edu/trustees/2Jun_09/IAMC_WP.pdf)
9. **FY2007/08 UWF Bright Futures Scholarship Program Audit**  
[http://uwf.edu/trustees/2Jun\\_09/FL\\_Br\\_F2009\\_206.pdf](http://uwf.edu/trustees/2Jun_09/FL_Br_F2009_206.pdf)
10. **Updated Equipment Fees for 2009-2010**  
[http://uwf.edu/trustees/2Jun\\_09/EQ\\_Fee\\_Summary\\_Rpt.pdf](http://uwf.edu/trustees/2Jun_09/EQ_Fee_Summary_Rpt.pdf)  
[http://uwf.edu/trustees/2Jun\\_09/EQ\\_Fees.pdf](http://uwf.edu/trustees/2Jun_09/EQ_Fees.pdf)

Motion by: Trustee Gilluly

Seconded by: Trustee Young

Motion carried unanimously.

**11. FY2010-14 PECO Fixed Capital Outlay 5 Yr. Plan\*\***

[http://uwf.edu/trustees/2Jun\\_09/FY2010\\_14\\_PECO\\_5\\_Yr\\_Plan](http://uwf.edu/trustees/2Jun_09/FY2010_14_PECO_5_Yr_Plan).

*\*\*A separate discussion ensued for FY2010-2014 PECO 5 Yr Plan as requested by Trustee Fetterman to amend the PECO list with concern for the Maritime Museum that the President or her designee be allowed to make decisions. A motion was then made to approve FY2010-2014 PECO Fixed Capital Outlay 5 Yr. Plan by Trustee Gilluly seconded by Trustee Young and passed unanimously.)*

Informational/Discussion Items

1. **P Card Audits Quarterly Update (Jan-Mar 2009)**
2. **Update - FY 08-09 Operating Budget Summary**  
[http://uwf.edu/trustees/2Jun\\_09/FY09\\_3Qtr\\_Final.pdf](http://uwf.edu/trustees/2Jun_09/FY09_3Qtr_Final.pdf)

**Academic & Student Affairs Committee**

Ms. Nancy Fetterman, Committee Chair brought forth the items below for ratification by the full Board. Trustee Kelly provided a second. Motion carried unanimously.

**Action Items**

1. **Three Year Enrollment Plan Starting with 2009-10**  
2. [http://uwf.edu/trustees/2Jun\\_09/3Yr\\_Enrollment\\_Plan060209.pdf](http://uwf.edu/trustees/2Jun_09/3Yr_Enrollment_Plan060209.pdf)
2. **Academic Calendar for 2010-2011**  
[http://uwf.edu/trustees/2Jun\\_09/BOG\\_REG8.001Univ\\_Cal.pdf](http://uwf.edu/trustees/2Jun_09/BOG_REG8.001Univ_Cal.pdf)
3. [http://uwf.edu/trustees/2Jun\\_09/2010\\_2011Draft\\_Acad\\_Cal.pdf](http://uwf.edu/trustees/2Jun_09/2010_2011Draft_Acad_Cal.pdf)

3. **Amendment of UWF/REG-3.002 Admission to Graduate Programs and Post-Baccalaureate Professional Students**  
[http://uwf.edu/academic/botagendaitems/UWF\\_REG\\_3\\_002\\_NoticeofProposedAmendment.pdf](http://uwf.edu/academic/botagendaitems/UWF_REG_3_002_NoticeofProposedAmendment.pdf)
4. [http://uwf.edu/academic/botagendaitems/UWF\\_REG\\_3\\_002\\_AdmissionToGradProg\\_Amendment\\_2009.pdf](http://uwf.edu/academic/botagendaitems/UWF_REG_3_002_AdmissionToGradProg_Amendment_2009.pdf)
4. **Request to Offer a New Degree Program, MS in Criminal Justice, CIP Code 43.0104, effective Fall Semester 2009**
5. [http://uwf.edu/academic/botagendaitems/Request to Offer a New Degree Master of Science in Criminal Justice.pdf](http://uwf.edu/academic/botagendaitems/Request_to_Offer_a_New_Degree_Master_of_Science_in_Criminal_Justice.pdf) (PDF)
5. **Request to Terminate Degree Program, MA in Interdisciplinary Humanities, CIP Code 24.0103, effective Fall Semester 2009**  
[http://uwf.edu/academic/botagendaitems/Termination\\_Reg\\_Humanities\\_Interdisc\\_Masters\\_woFSsig\\_05\\_05\\_09.pdf](http://uwf.edu/academic/botagendaitems/Termination_Reg_Humanities_Interdisc_Masters_woFSsig_05_05_09.pdf)
6. **Amendment to UWF/REG 3.030 Academic Misconduct**
7. [http://uwf.edu/trustees/2Jun\\_09/NOA3.030AC.pdf](http://uwf.edu/trustees/2Jun_09/NOA3.030AC.pdf)  
Motion by: Trustee Fetterman  
Seconded by: Trustee Kelly  
Motion carried unanimously.

Informational/Discussion Items

**Student Accomplishments**

[http://uwf.edu/trustees/2Jun\\_09/Student\\_Accomplish.pdf](http://uwf.edu/trustees/2Jun_09/Student_Accomplish.pdf)

11:49 a.m. The meeting adjourned for lunch.

12:45 p.m. The meeting reconvened.

**Other Board of Trustees Items**

**Special Guest**

Chair Clark introduced Mr. Al Wenstrand, Executive Director of FL's Great Northwest, who provided an Overview of NW FL Industry Clusters through a PowerPoint presentation. This address covered workforce integration and economic development for the 16 counties of NWFL.

Clark noted the industry cluster reports would be very beneficial to strategically frame the areas of talent growth for NWFL. Mr. Wendstrand's PowerPoint may be accessed at this site [http://uwf.edu/trustees/2Jun\\_09/FLGRNW.ppt](http://uwf.edu/trustees/2Jun_09/FLGRNW.ppt)

Following the presentation, Dr. Bense applauded Mr. Wenstrand's efforts with FL Great Northwest in supporting higher education.

**Action Items**

**1. Minutes of March 6, 2009**

A motion was made to approve the minutes of March 6, 2009 as presented.

[http://uwf.edu/trustees/2Jun\\_09/FBOTMN030609.pdf](http://uwf.edu/trustees/2Jun_09/FBOTMN030609.pdf)

Motion by: Trustee Smith

Seconded by: Trustee Fetterman

Motion carried unanimously.

**2. A Resolution in Appreciation of Distinguished Service** was presented to Ms. April Jardine by Chair Clark. Ms. Jardine is the former SGA President and representative to the BOT. A motion was made to approve Resolution 2009.1 to Ms. April Jardine, outgoing trustee.

[http://uwf.edu/trustees/Sep18\\_09/Jardine.April.Resolution 2009.1.pdf](http://uwf.edu/trustees/Sep18_09/Jardine.April.Resolution 2009.1.pdf)

Motion by: Trustee Merrill

Seconded by: Trustee Gilluly

Motion carried unanimously.

**3. Tenure** was presented by Dr. Judy Bense. A motion was made to approve tenure for the 12 individuals listed below effective Fall 2009.

	DEPARTMENT		Gender	Ethnicity
<b>College of Arts &amp; Sciences</b>				
Chung, Hui Min	Biology	Asst. Professor	F	A
El-Sheikh, Eman	Computer Science	Asst. Professor	F	W
Evans, Jocelyn	Government	Asst. Professor	F	W
Gardner, Diane	Nursing	Asst. Professor	F	W
Kelly, Brendan	Communication Arts	Asst. Professor	M	W
Romack, Katherine	English & Foreign Languages	Asst. Professor	F	W
Williams, Michelle	Government	Asst. Professor	F	W
<b>College of Business</b>				
Reid, Randall	Management & MIS	Asst. Professor	M	W
Williams, Julie Ann	Management & MIS	Assoc. Professor	F	W
<b>College of Professional Studies</b>				
Kamalasadan, Sukumar	Engineering & Computer Technology	Asst. Professor	M	A
Tatum, Kimberly	Criminal Justice & Legal Studies	Asst. Professor	F	W
Vinci, Debra	Health, Leisure & Exercise Science	Asst. Professor	F	W

Motion by: Trustee Merrill  
Seconded by: Trustee Fetterman  
Motion carried unanimously.

- 4. Technology Fee for 2009-2010** was presented by Dr. Pete Metarko and Dr. Pam Northrup. A motion was made to approve the Technology Fee for 2009-10 which will enhance but 'not replace' existing expenditures.

[http://uwf.edu/trustees/2Jun\\_09/Tech\\_Fee\\_Proposal.pdf](http://uwf.edu/trustees/2Jun_09/Tech_Fee_Proposal.pdf)

Motion by: Trustee Merrill  
Seconded by Trustee Godwin  
Motion carried unanimously.

- 5. Differential Tuition for a specific Graduate Degree Program (Ed. D. Cohort at Emerald Coast Campus)** was presented by Dr. Pete Metarko and Dr. Jack Azzaretto. A motion was made to approve the Differential Tuition for the **Doctoral Program – Curriculum and Instruction/Instructional Technology Emerald Coast Cohort Graduate Degree** which will be the current year's tuition plus 15% above the tuition for the next 3 years.

[http://uwf.edu/trustees/2Jun\\_09/EdD\\_Cohort\\_Brochure.pdf](http://uwf.edu/trustees/2Jun_09/EdD_Cohort_Brochure.pdf)

Motion by: Trustee Merrill  
Seconded by: Trustee Hess Herrick  
Motion carried unanimously.

- 6. Undergraduate Differential Tuition** was presented by Dr. Judy Bense and Dr. Rick Harper. Dr. Bense appointed a tuition task-force which was facilitated by Provost King and chaired by Dr. Harper who provided findings during the meeting. A motion was made to adopt an In-State Undergraduate Tuition Differential increase of 7% to be added to the proposed legislative increase of 8%, effective Fall 2009 and submission of the required plan to the Board of Governors.

[http://uwf.edu/trustees/2Jun\\_09/Tuition\\_PPT.ppt](http://uwf.edu/trustees/2Jun_09/Tuition_PPT.ppt)

[http://uwf.edu/trustees/2Jun\\_09/UWF\\_Tuition\\_Diff\\_Process\\_n\\_Form.pdf](http://uwf.edu/trustees/2Jun_09/UWF_Tuition_Diff_Process_n_Form.pdf)

Motion by: Trustee Merrill  
Seconded by: Trustee Fetterman  
Motion carried unanimously.

- 7. Estimated FY 2009-10 Consolidated Operating Budget** was presented by President Bense and Dr. Susan Stephenson. A motion was made to (i) approve the estimated Operating Budget for the fiscal year ending June 30, 2010 for both appropriated and non-appropriated funds, and (ii) authorize the President to make subsequent changes to the budget as needed, including the changes between the estimated budget and the budget to be submitted to the Florida Board of Governors by August 2009, and other changes as needed during the fiscal year.

[http://uwf.edu/trustees/2Jun\\_09/Budget\\_PPT.ppt](http://uwf.edu/trustees/2Jun_09/Budget_PPT.ppt)

[http://uwf.edu/trustees/2Jun\\_09/Estimated\\_Budget2009\\_2010.pdf](http://uwf.edu/trustees/2Jun_09/Estimated_Budget2009_2010.pdf)

Motion by: Trustee Merrill

Seconded by: Trustee Fetterman  
 Motion carried unanimously.

2:52 p.m. Chair Clark called for a short break.  
 3:08 p.m. Meeting reconvened.

Chair Clark called on Dr. Kim Spear for a correction to the Tenure item which indicated all 12 individuals approved. However, the College of Professional Studies (3) individuals were inadvertently omitted from the screen display. Those names were included and displayed on the screen. To ensure that all 12 faculty of the College of Arts & Sciences, College of Business and College of Professional Studies were approved a motion was made again by Trustee Merrill, seconded by Trustee Hess Herrick and was passed unanimously.

	DEPARTMENT		Gender	Ethnicity
<b>College of Arts &amp; Sciences</b>				
Chung, Hui Min	Biology	Asst. Professor	F	A
El-Sheikh, Eman	Computer Science	Asst. Professor	F	W
Evans, Jocelyn	Government	Asst. Professor	F	W
Gardner, Diane	Nursing	Asst. Professor	F	W
Kelly, Brendan	Communication Arts	Asst. Professor	M	W
Romack, Katherine	English & Foreign Languages	Asst. Professor	F	W
Williams, Michelle	Government	Asst. Professor	F	W
<b>College of Business</b>				
Reid, Randall	Management & MIS	Asst. Professor	M	W
Williams, Julie Ann	Management & MIS	Assoc. Professor	F	W
<b>College of Professional Studies</b>				
Kamalasadan, Sukumar	Engineering & Computer Technology	Asst. Professor	M	A
Tatum, Kimberly	Criminal Justice & Legal Studies	Asst. Professor	F	W
Vinci, Debra	Health, Leisure & Exercise Science	Asst. Professor	F	W

Informational/Discussion Items

1. **The Housing Expansion 2010 Update** was presented by Dr. Ruth L. Davison and Mr. Dave Balz of the Haskell Company. Groundbreaking will occur on June 3, 2009 with move-in scheduled for August 2010.

[http://uwf.edu/trustees/2Jun\\_09/1Floor\\_Plan.pdf](http://uwf.edu/trustees/2Jun_09/1Floor_Plan.pdf)

[http://uwf.edu/trustees/2Jun\\_09/2Elevations.pdf](http://uwf.edu/trustees/2Jun_09/2Elevations.pdf)

[http://uwf.edu/trustees/2Jun\\_09/3Site\\_Plan.pdf](http://uwf.edu/trustees/2Jun_09/3Site_Plan.pdf)

2. **Bylaws/Conflict of Interest Policy** was presented by Ms. Patricia Lott who recommended that the Board of Trustees schedule for consideration at its September, 2009 meeting, to (i) amend the UBOT bylaws to contemplate a separate conflict of interest policy for trustees; and (ii) adopt a Conflict of Interest Policy for Trustees. Trustees will consider action at the September meeting for compliance with the Board of Governors Regulation 1.001.

[http://uwf.edu/trustees/2Jun\\_09/Bylaws.pdf](http://uwf.edu/trustees/2Jun_09/Bylaws.pdf)

[http://uwf.edu/trustees/2Jun\\_09/FBOG\\_1.001\\_UBOT\\_Pnd.pdf](http://uwf.edu/trustees/2Jun_09/FBOG_1.001_UBOT_Pnd.pdf)

[http://uwf.edu/trustees/2Jun\\_09/Conflict\\_of\\_interest\\_policy051209.pdf](http://uwf.edu/trustees/2Jun_09/Conflict_of_interest_policy051209.pdf)

3. **Presidential Planning** was addressed by Chair Clark and then Trustee Merrill who will provide an update regarding the presidential options at the September BOT meeting. Merrill reported that the BOT now has full control in hiring and/or dismissing a president as a result of the passage of Senator Don Gaetz bill.

Chair Clark reminded the trustees of the importance in submitting the Financial Disclosure Forms in a timely manner or penalties/fees occur.

4. **Strategic Items** – Dr. Bense reiterated that this is a standing item for trustees who might wish to discuss particular topics of interest of the Board.

#### **Other Events**

Chair Clark reminded trustees of the following events.

##### **June 2, 2009**

- 5:30 p.m. Host Joint Boards Reception T.T. Wentworth Museum (downtown)

##### **June 3, 2009**

- 8:45 a.m. Meet at front of Conference Center (Parking Lot K)
- 9:00 a.m. Groundbreaking Student Housing
- 10:00 a.m. Strategic Update Session Conference Center

**June 4, 2009** Luncheon/Wreath-Laying Pensacola Yacht Club

**Sept 18, 2009** UWF BOT Meeting Emerald Coast – FWB Campus

Adjournment occurred at 3:18 p.m. at which time the Board went into Closed Session.

Respectfully submitted,

Faye H. Bowers. Recording secretary