

MINUTES
UWF Board of Trustees
Academic & Student Affairs Committee Meeting
Conference Center
Pensacola, FL
December 11, 2009

Committee Chair Nancy Fetterman called the meeting to order on December 11, 2009. Ms. Faye Bowers called roll with the following members present.

Ms. Nancy A. Fetterman
Mr. Honor Bell
Ms. Amanda Clonts
Dr. Richie Platt
Mr. Collier Merrill

Also attending:

Mr. Clark, BOT Chair
Mr. Roy Smith, BOT vice Chair
Dr. Judy Bense, President
Dr. Hal White, Executive Vice President
Dr. Kyle Marrero, Interim Vice President for University Advancement
Dr. Jim Hurd, Interim Vice President for Student Affairs
Mrs. Patricia Lott, General Counsel
Dr. Kimberly Sessions Spear, Chief of Staff/Assistant Corporate Secretary/BOT
Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT
*Conference Call**

Chair's Greetings

Chair Fetterman welcomed everyone to the meeting and thanked them for their participation.

Action Items

1. **Minutes of September 18, 2009** was presented by Trustee Fetterman who asked for corrections and/or additions. A motion was made to approve the minutes of September 18, 2009 as presented.

http://uwf.edu/trustees/Dec11_09/ASMN091809A_121109.pdf

Motion: Trustee Platt
Seconded: Trustee Clonts
Motion passed unanimously.

Informational/Discussion Items

1. **Update – School of Science & Engineering Grand Opening** was presented by Dr. Leo TerHaar and Ms. Gretchen VanValkenburg.

In the Spring 2010 semester, classes and labs will be held for the first time in the newly constructed School of Science and Engineering facility. With a cost in excess of \$30 Million, the new building will house 11 classrooms, 22 laboratories, three seminar rooms, three conference rooms, 55 offices for

faculty and staff, an atrium with a café, and spaces for student organizations, tutoring, and studying. The state of the art laboratory space will allow for research related to such things as robotics and artificial intelligence, laser and spectroscopy, cyber security, and 3-D visualization.

Grand opening festivities are scheduled for February 3-5, 2010, and include the following:

- Wednesday, February 3, 2010
 - Prospective student reception
- Thursday, February 4, 2010
 - Ribbon cutting ceremony
 - Building tours
 - Technology expo
 - Breakout sessions with UWF alumni and industry experts
 - Alumni reception
 - Engineers week banquet
- Friday, February 5, 2010
 - Breakfast and tour for Northwest Florida education leaders
 - Featured speaker Peter Diamandis, founder of the X Prize Foundation
 - Donor and VIP reception
- *UWF SSE Grand Opening Brochure*
http://uwf.edu/trustees/Dec11_09/SSE_Brochure.pdf

2. **Duplicative Courses** was presented by Dr. George Ellenberg. The BOT passed a motion at the September 4, 2008 meeting charging the President and Provost to “develop and implement a transparent and equitable process to review the proliferation of duplicative courses and programs and to facilitate changes identified by that review.” At the December 12, 2008 BOT meeting of the Academic and Student Affairs Committee, the Provost reported on progress made by the committee jointly charged by Office of the Provost and the Faculty Senate to carry out the Faculty Senate directive. Since that time, the Provost’s Office has worked with the college deans to compile a list of possibly duplicative courses.

Actions to be taken regarding the list of duplicative courses:

1. Per the recommendation of the committee, the listing of courses will be made available to all departments/divisions within Academic Affairs.
2. The respective College Curriculum Committees and Academic Council of the Faculty Senate will apply added scrutiny for courses or programs identified in #1 above needing modification through the CCR process to ensure that duplicative courses and programs are minimized.
3. During regularly scheduled program reviews, CCRs must be submitted for courses in which the current CCR either does not include student learning outcomes (SLOs) or includes SLOs that have changed.

Summary http://uwf.edu/trustees/Dec11_09/Duplicative_Courses_Summary.pdf

3. **Enrollment & Quality of Students** was presented by Dr. Pete Metarko through PowerPoint. He provided a breakdown of figures from 1995 to fall of 2009 as well as a comparison of SAT and ACT scores. He also reviewed figures on entering Transfer and Graduate students, noting the diverse student population.

Enrollment & Quality of Students -

http://uwf.edu/trustees/Dec11_09/Enrollment_Quality_Statistics.pptx

4. **Mock Trial Courtroom** was presented by Dr. Glenn Rohrer and Ms. Kimberly Tatum through PowerPoint. The mock trial courtroom project began as an idea proposed at a Department of Criminal Justice and Legal Studies faculty retreat over 5 years ago. Professor Kimberly Tatum proposed the idea of creating a courtroom on campus. The idea was well-received by faculty, and was put on the short list of 5-year goals for the department. The Dean of the College of Professional Studies at that time was Dr. Janet Pilcher who supported the project initially and offered to donate office space in Building 86 to be converted. Dr. Don Chu later became dean. He continued to support the project fully, and eventually pledged the use of a large classroom to be used for the courtroom project. Dr. John Smykla, who later became chair of the Department, supported the project fully and completely. Dr. Smykla committed his personal time to the huge fundraising efforts, and allowed his faculty members, including Professor Tatum and then-Professor Goodman, to have time to work on the project. At the end of the fundraising efforts, the faculty of the Department of Criminal Justice and Legal Studies were successful in raising \$200,000 in private donations, faculty donations, and grants.

There are numerous ideas on how to best utilize this mock trial courtroom. For example, it will be used to train the UWF Mock Trial Team, which has existed at UWF for 9 years. Additionally, the room will be used for teaching classes related to the legal system; training expert witnesses for trial; training police officers for trial; and partnering with local law firms for mock trials.

Mock Trial http://uwf.edu/trustees/Dec11_09/Mock_Trial_Classroom.pptx

5. **University Work Plans and Annual Reports** were presented by Dr. Chula King. The Board of Governors has adopted Regulation Number 2.002 University Work Plans and Annual Reports. This regulation institutes a planning and performance monitoring system that includes the submission of university work plans and annual reports. This monitoring system is designed to inform strategic planning, budgeting, and other policy decisions for the State University System. The work plan and annual report will reflect the university's distinctive mission and focus on core institutional strengths within the context of the SUS goals, as well as regional and statewide needs.

The Regulation will require the Board of Trustees to prepare an initial work plan to be submitted to the BOG during the spring 2010 semester with submission of annual updates thereafter. The work plan will outline the university's top priorities, strategic directions, and specific actions and financial plans for achieving those priorities, as well as performance expectations and outcomes on institutional and System-wide goals. The components of the work plan include the following:

- Mission statement;
- Listing of new academic programs proposed for the next three years;
- Tuition differential proposal as outlined in BOG Regulation 7.001(13);
- University projected contributions on metrics related to specific strategic System-wide strategic goals identified by the BOG;
- A minimum of three additional institution-specific goals on which university effort will be focused within the next three years, with proposed strategy for achieving those goals, the metrics that will be used to measure success in achieving those goals, and any assumptions upon which the projected outcomes are predicated;
- Unique opportunities that have presented themselves that have not been included in prior plans; and
- Any additional information requested by the BOG.

The regulation also requires the Board of Trustees to submit a university annual report that describes progress against articulated goals in the work plan and summarizes other key data. The components of the annual report include the following:

- Executive summary;
- Mission and values;
- Summary information on budgets, enrollments and other core resources;
- Reports on undergraduate education, graduate education, and research and economic development;
- Any additional information required by the BOG.

The BOG will compile the information from the individual annual reports into a System-wide annual report for submission to the Governor, the President of the Senate and the Speaker of the House of Representatives.

To begin this process, the BOG is requiring each university to submit its initial annual report in December.

http://uwf.edu/trustees/Dec11_09/UWF_Annual_Report.pdf

http://uwf.edu/trustees/Dec11_09/Annual_Report_Definitions.pdf

http://uwf.edu/trustees/Dec11_09/UWork_Plan_Template.pdf

6. **Update - Dept. of Education Grant - Alcohol Prevention Program** was presented by Dr. Debra Vinci and Ms. Mica Harrell through PowerPoint. The University of West Florida "You Have Choices!" campus alcohol prevention program was selected as one of five universities across the nation to receive a grant award for \$134,000 from the United States Department of Education as a Model of Alcohol or Other Drug Abuse Prevention Program on a College Campus. A review of "You Have Choices!" along with relevant background information was provided.
DOE Grant http://uwf.edu/trustees/Dec11_09/DOE_Grant.pptx.
7. **Update - Health and Wellness Center Building** was presented by Dr. Rebecca Kennedy through PowerPoint. The Student Health, Counseling and Wellness Center is well on its way. UWF awarded the professional services contract for design on April 2, 2009 to Hernandez Calhoun Design International. The bid for construction services will begin in December 2009 and be awarded by January 2010. Construction will begin in February 2010 with substantial completion in mid-December and final completion by the end of January 2011.
Health & Wellness http://uwf.edu/trustees/Dec11_09/Health_Wellness.pptm
8. **Update - Housing Expansion Project** was presented by Dr. Ruth Davison. Heritage Hall construction is underway with tunnel forming now commencing. All elements of this first phase of residential housing expansion are currently on target for occupancy by August 2010. Planning has begun on Phase II, with a target of occupancy by August 2012 based upon current enrollment and occupancy projections.

With no other items, adjournment occurred

Respectfully submitted,

Faye H. Bowers
Recording Secretary