

MINUTES
UWF Board of Trustees
Finance, Administration and Audit Committee Meeting
UWF Emerald Coast – Fort Walton Beach, FL
B1 Room 126
September 18, 2009

Committee Chair Marny Gilluly called the Finance, Administration, and Audit Committee meeting to order at 9:35 a.m. on September 18, 2009 asking if any others were participating by conference phone. She then asked Faye Bowers to call roll. Trustee J.T. Young was unable to attend the meeting. Members participating by conference call are designated with an asterisk*. Committee members attending were:

Mrs. Marny Gilluly
Ms. Jeanne Godwin*
Mrs. Sharon Hess Herrick*
General Chuck Horner (RET)

Also attending:

Mr. K.C. Clark, BOT Chair
Mr. Roy Smith, BOT vice Chair
Ms. Nancy Fetterman, Trustee
Ms. Amanda Clonts, Trustee
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
Mr. Michael White, ITS
Mr. Matt McKinney, UC Sound

Chair's Greetings

Chair Gilluly welcomed everyone and thanked them for attending. She reminded all of the schedule changes that upon adjournment the Academic and Student Affairs Committee would convene immediately.

Action Items

1. Minutes of June 2, 2009

A motion was made to approve the minutes of June 2, 2009 as presented.

http://uwf.edu/trustees/Sep18_09/D_FNMN060209.pdf

Motion by: Trustee Horner

Seconded by: Trustee Hess Herrick

Motion carried unanimously.

2. **Amend- UWF REG 4.008 – Tuition and Fees, Fines & Penalties (Fall 2009)** was presented by Dr. Pete Metarko. A motion was made to (i) approve proposed amendments to UWF Regulation 4.008 Tuition and Fees, Fines and Penalties and (ii) ratify Emergency Regulation UWF-ER-2009-8-4.002, Tuition and Fees, Fines and Penalties (Fall 2009).

Changes Reflected in the Amendments to this Regulation

1. An increase of 8% in undergraduate tuition as approved by the Florida Legislature and Florida Board of Governors.
2. An increase of 7% in differential undergraduate tuition. (BOT approval – June 2, 2009)
3. An increase in the undergraduate financial aid fees which are a percentage of tuition.
4. An increase in the Health, Athletic, and Activity and Service fees.
5. An increase in the third time repeat fee. (Established by BOG)
6. The inclusion of a category for the Technology Fee. (BOT approval – June 2, 2009)

Ratification of Emergency Regulation - The University proposes and seeks BOT ratification of the increases adopted through emergency procedures. A copy of the Notice of Emergency Regulation UWF-ER-2009-8-4.008 Tuition and Fees, Fines and Penalties (Fall 2009) and the text of the regulation showing the increases can be accessed below through the Supporting documentation link. In accordance with the Florida Board of Governors Regulation Development Procedure, the tuition and fee increases covered by the emergency regulation may remain in effect for up to 90 days from the effective date, which is November 1st, 2009.

Notice Proposed Amendment to UWF Regulation 4.008 Tuition and Fees, Fines and Penalties (Fall 2009) with text of proposed regulation amendment – 3 pages

http://uwf.edu/trustees/Sep18_09/Notice_Proposed_Amend.pdf

Notice of Emergency Regulation UWF-ER-8-4.008 Tuition and Fees, Fines and Penalties (Fall 2009) with text of emergency regulation – 3 pages

http://uwf.edu/trustees/Sep18_09/Notice_Emergency_UWF_ER_8_4.008.pdf

University of West Florida Board of Trustees Meeting Minutes, June 2, 2009 – 9 pages

http://uwf.edu/trustees/Sep18_09/Draft_MN02June09BOT.pdf

Motion by: Trustee Horner

Seconded by: Trustee Hess Herrick

Motion carried unanimously.

Informational/Discussion Items

1. **An Update on FY 09-19 Operating Budget Summary** was presented by Dr. Susan Stephenson, Director of University Budgets who reported that UWF ended the year in good shape.
4th Qtr – Final – 10 pages
http://uwf.edu/trustees/Sep18_09/4Q_Final063009.pdf
3. A quarterly P Card Update was presented by Ms. Betsy Bowers, Associate Vice President for Internal Auditing and Management Consulting.

With no other items to discuss, adjournment occurred at 9:45 a.m.

Respectfully submitted,

Faye H. Bowers
Recording Secretary