

AGENDA
UWF Board of Trustees
Executive Committee Conference Call Meeting
Crosby Downstairs Conference Room

August 30, 2005

2:00 p.m.

Call to Order Chair K.C. Clark

Roll Call Faye H. Bowers

Chair's Greetings Chair K.C. Clark

Approval of June 16 & 17, 2005 Minutes

Action Items

President's 3.6% across-the-board salary increase

Informational/Discussion Items

1. Board Succession
2. Presidential Performance Evaluation

Other

Adjournment

Draft Minutes
UWF Board of Trustees
Executive Committee Meeting
New World Landing

Thursday, June 16, 2005

Chair K.C. Clark called the Executive Committee Meeting to order at 12:05 p.m. with the following trustees in attendance:

- Honor Bell
- K.C. Clark
- Lornetta Epps
- Sharon Hess Herrick
- Roy Smith

Others in attendance:

- Dr. John Cavanaugh, President
- Dr. Hal White, Executive Vice President
- Ms. Gina Delulio, General Counsel/Assistant Corporate Secretary/BOT
- Ms. Kimberly Spear, Chief of Staff/Assistant Corporate Secretary/BOT
- Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT

A motion to approve the minutes of the February 25, 2005 Executive Committee meeting was made.

Motion by: Trustee Hess Herrick

Seconded by: Trustee Epps

It passed unanimously.

Chair Clark stated that the Presidential Evaluation and Compensation will be addressed during the Board Development Workshops. He said that we (Board of Trustees) owe it to John (President Cavanaugh) to evaluate him. Clark further said the Executive Committee will set up a time line with expectations on a standard template requested by the President.

Clark said we (Executive Committee) must consider that UWF is the only university in Florida (1 of 11) whose president does not have a longer term contract. He noted there should be a comfort zone which works to benefit the university and the president.

Regarding Presidential Compensation, Clark said that aspects of the contract would be in the Presidential Evaluation, asking that committee members be aware of and think about it. He said they would discuss it further at their next meeting.

The crafting of a Memorandum of Understanding (MOU) between Direct Support Organization (DSO) boards and governing boards was discussed noting who has the authority to make what decisions. Clark said that Memorandums of Understanding could be presented to the UWF Foundation and West Florida Historic Pensacola, Inc (WFHPI). He said that discussion of the upcoming campaign would be this afternoon and tomorrow.

With no further business, the meeting was adjourned at 12:20 p.m.

Agenda item:

UWF Board of Trustees Conference Call Meeting
Executive Committee
August 30, 2005

Issue: President's 3.6% across-the-board salary increase

Proposed action: Approve

Background information:

Governor Jeb Bush signed into law on May 26, 2005 the 2005-2006 Budget, which includes a **3.6 percent pay raise**, authorization for monetary awards for recognition of service, and new options for health insurance coverage." The Department of Management Services budget for Fiscal Year 2005-06 is more than \$524 million and includes a 3.6 percent pay increase for state and university employees.

Recommendation: The Board of Trustees has authority for presidential compensation. It is recommended that the BOT consider approval of this across-the-board increase for the University President.

Implementation Plan: University employee increases were effective August 1, 2006.

Fiscal Implications: Increases President's base rate of pay by 3.6%. The State of Florida appropriated funds for all across-the-board-increases and matching requirements in the 2005-2006 budget, and thus there is no fiscal impact to the university. However, the President's Deferred compensation package is based on a percentage of his base salary, thus, those funds, appropriated by the university foundation would also need to increase by 3.6%.

Supporting documents:

Prepared by: Kim Spear, Assistant Corporate Secretary, 474-2473; kspear@uwf.edu

Agenda item:

UWF Board of Trustees Meeting
Executive Committee
August 30, 2005

Issue: Board Succession

Proposed action: Discussion

Background information: When a trustee elects not to seek reappointment upon the expiration of his/her term of appointment or when a trustee resigns, the UWF BOT executive committee will foster the “plan of invitation to new trustees”. However, all trustees are encouraged to recruit individuals who meet criteria for board of trustees. Trustees Morgan and Epps have opted not to seek reappointment when their terms expire in January 2006.

Recommendation: Begin immediate and ongoing cultivation of prospective candidates who are willing and able to give of their time and financial support in service on the UWF Board of Trustees.

Implementation Plan: Invite new members and complete requisite paperwork.

Fiscal Implications: None

Supporting documents: None

Prepared by: Faye Bowers (850) 474 2009 fbowers@uwf.edu

Agenda item:

UWF Board of Trustees Meeting
Executive Committee
August 30, 2005

Issue: Presidential Performance Evaluation

Proposed action: Discussion

Background information: *Florida Statutes TITLE XLVIII Education Code 1001.74 (22) Each board of trustees shall conduct an annual evaluation of the president in accordance with rules of the State Board of Education and submit such evaluations to the State Board of Education for review. The evaluation must address the achievement of the performance goals established by the accountability process implemented pursuant to s. 1008.46 and the performance of the president in achieving the annual and long-term goals and objectives established in the institution's employment equity accountability program implemented pursuant to s. 1012.95.*

**University of West Florida
Presidential performance evaluation policy**

The Board of Trustees annually will conduct a formal evaluation of the performance of the president. The trustees on the Executive Committee will develop a detailed recommendation for the Board to consider at the meeting preceding the anniversary of the president's appointment. They will use the following expectations as a basis for developing that recommendation. As part of the yearly evaluation procedure, the Board and president will establish target goals and objectives for the next year. Those goals and objectives will be used as part of the next evaluation.

Recommendation: Since the Florida Statutes requires a copy of the annual evaluation of the university president be forwarded to the Board of Governors through the Office of the Chancellor, it is deemed very necessary to process an evaluation at our earliest convenience to remain in compliance.

Implementation Plan: Annual evaluations already occur. However, with the restructuring of the yearly meetings, evaluation will be due in May rather than June.

Fiscal Implications:

Supporting documents: Statutes <http://www.flsenate.gov/Statutes/index.cfm>

UWF BOT Adoption of Policy on Presidential Evaluation

<https://nautical.uwf.edu/org/dispdata.cfm?Dated=1&UniqID=3313&OrgUnitID=TRUSTEXEC>

*To view supporting documentation place cursor on line item and touch control key.

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