

Minutes
University of West Florida Board of Trustees Meeting
Emerald Coast – Fort Walton Beach Campus
September 4, 2008

Board Chair K.C. Clark called the meeting to order at 12:09 p.m. welcoming those in attendance. Chair Clark then asked Faye Bowers to call roll with the trustees present listed below. Those participating via conference call are designated with an asterisk* following their names.

Mr. Honor Bell
Mr. K.C. Clark
Ms. Nancy Fetterman
Mrs. Marny Gilluly*
Mrs. Jeanne Godwin
Mrs. Sharon Hess Herrick
General Chuck Horner, retired
Ms. April Jardine
Mrs. Catherine Kelly
Mr. Collier Merrill
Dr. Richie Platt
Mr. Roy Smith
Mr. J.T. Young

Others attending:

Dr. Judy Bense, President
Dr. Chula King, Provost & Vice President for Academic Affairs
Dr. Hal White, Executive Vice President
Dr. Dean Van Galen, Vice President for Development
Mrs. Patricia Lott, General Counsel
Ms. Kimberly Spear, Chief of Staff/Assistant Corporate Secretary/BOT
Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT
Mr. Jim Matson, ITS
Mr. Matt McKinney, UC Sound
Mr. John Macdonell, W-UWF webcast

Chair's Greetings

Chair Clark welcomed everyone, thanking them for their attendance at the meeting. He thanked Dr. Jack Azzaretto, Dean for Emerald Coast and his faculty, staff and students for hosting the meeting. Additionally, he thanked ITS and WUWF for their assistance.

- Clark commended trustees who attended the BOG/BOT Workshops in Jacksonville.
- Clark thanked those who attended the Jim Spooner Baseball Field Dedication in spite of TS Fay.
- The chair asked for a moment of silence **in memoriam of Dr. Ben Williamson**, professor emeritus and secondly, for **15 year old Taylor**, son of our Foundation Board member **Brian Haugen**. Taylor lost his life last Saturday from injuries sustained in a Niceville High Football game. This is just an unspeakable tragedy and we want to extend our deepest sympathies to both of these families.

Chair Clark said he appreciated everyone's participation today. Let's get started.

President's Report

Chair Clark welcomed Dr. Judy Bense, first female president for UWF. Bense said it was her pleasure to be there and she is delighted to be serving as President and would give a quick update of the past two months.

- Setup a coalition of presidents from NWFL to meet and discuss commonalities and how we all can work together for a change. First meeting will be in October.
- Hosted other presidents in the region or visited their campuses respectively
- Visited most of our legislative delegation to build support
- Will visit Washington delegation in October
- Talking with FL Great Northwest regarding target industry clusters
- Assessing the strategic plan and discussing philosophy on budget reductions with VP's
- September 9, deliver Special Campus Address outlining her goals and a campus-wide barbeque
- Media tour to share goals, increase visibility of UWF
- Winter break, per General counsel, is okay to extend thru January 2, 2009 for hardworking faculty and staff

National & Statewide

- UWF ranked as one of *America's Best Colleges & Universities* in the September 1, 2008 issue of US News & World Report
- UWF named *a great place to work* by the Chronicle of Higher Education
- State budget situation continues to be disconcerting. Governor Crist is holding back 4% additionally this FY, taking us down \$5 million from the 06/07 base. Economy turnaround possibly 2010-2011 according to state revenue forecasters
- BOG/BOT workshop indicated there would be support for universities working to help themselves regarding tuition revenue and other creative measures...we will explore options

On Campus

- Fall semester off to great start
 - Dodged Fay & Gustav, two storms
 - Enrollment is up
 - Housing is full with 1,560 students
 - Welcome week is in full swing
- Dr. Charlie Song, UWF Faculty member served as senior consultant for 2008 Beijing Olympics
- UWF School of Allied Health & Clinical Laboratory Sciences program conducting a research study on diabetes in African-Americans and effect that sickle cell trait has on results
- Dr. Clifford Chang memorial scholarship to support students in sciences but not limited to biology, chemistry, computer science, environmental studies, math, physics, nursing or clinical lab sciences
- Masters in Social Work, January 2009 to assist need for Licensed Clinical Social Workers due to a predicted shortage by National Association of Social Work's Center for Workforce Studies

Faculty Recognition

Provost, Dr. Chula King called on Dr. Jane Halonen who recognized Mr. Glenn A. Breed an assistant professor and costume designer in the UWF theatre department. Mr. Breed displayed several costumes and had a student designer who modeled costumes. He reported a 100% increase in theatre majors during the past couple of years.

Staff Recognition

Executive Vice President Hal White called on Dr. Jack Azzaretto. Jack will spotlight two Emerald Coast Employees: **Tom Schwingle**, faculty support specialist & **Latrece Gulley** an academic advisor.

Student Recognition

Dr. Debbie Ford Vice President for Student Affairs introduced from the Emerald Coast - Stephen L. Rogers a Graduate student in the Computer Science Software Engineering Program and Rosemary Van Dyk an Accounting student and Career Advancement Account recipient.

Dr. Ford provided a video regarding the UWF Men's Championship Golf Team led by Steve Fells.

Committee Reports

Finance, Administration & Audit Committee

Committee Chair Sharon Hess Herrick brought before the Board items listed below for ratification through a motion seconded by Trustee Kelly which passed unanimously.

1. **Bright Futures Audit**
http://uwf.edu/trustees/Sep4_08/Bright_Futures_2008_198.pdf
2. **Amendment - UWF REG 6.002 Leasing Program**
http://uwf.edu/trustees/Sep4_08/Notice_UWFREG6_002.pdf
3. **Tri-Party Easement Agreement**
http://uwf.edu/trustees/Sep4_08/Proposed_State_Deeded_Found_Tracts_wECUA.pdf
http://uwf.edu/trustees/Sep4_08/Exhibit_B.pdf
Trustee J.T. Young abstained.

Academic and Student Affairs Committee

Committee Chair Roy Smith brought before the Board one item for ratification through a motion seconded by Trustee Hess Herrick which passed unanimously.

- UWF REG 3.003 Procedures – Admission of Applicants with Records of Criminal Conduct or of Misconduct at Educational Institutions**
http://uwf.edu/trustees/Sep4_08/Notice_UWFREG3_003.pdf

Full Board Items

Action Items

1. A motion was made to **approve the minutes from June 3, June 17, June 30, and August 23, 2008.**
http://uwf.edu/trustees/Sep4_08/060308FBOTMN.pdf
http://uwf.edu/trustees/Sep4_08/061708CCFBOTMN.pdf
http://uwf.edu/trustees/Sep4_08/063008CCFBOTMN.pdf
http://uwf.edu/trustees/Sep4_08/082308MNR.pdf
Motion by: Trustee Merrill
Seconded by: Trustee Young
Motion passed unanimously.
2. A motion was made to **accept the Presidential Transition Audit and Management Letter** as presented by Ms. Betsy Bowers.
http://uwf.edu/trustees/Sep4_08/Transition_Report.pdf
http://uwf.edu/trustees/Sep4_08/Management_Letter.pdf
Motion by: Trustee Platt

Seconded by: Trustee Gilluly
Motion passed unanimously.

3. A motion was made to **adopt the Resolution in Connection with University of West Florida 401(a) Deferred Compensation Plan** as presented by General Counsel Lott.
Motion by: Trustee Young
Seconded by: Trustee Hess Herrick
Motion passed unanimously.
4. A motion was made to **adopt the Resolution Legacy Foundation** as presented by General Counsel Lott.
Motion by: Trustee Gilluly
Seconded by: Trustee Fetterman
Motion passed unanimously.
5. A motion was made to **ratify 2008-2009 Amendments to the UWF-AFSCME Collective Bargaining Agreement** as presented by Ms. Sherell Hendrickson.
http://uwf.edu/trustees/Sep4_08/AFSCME_Ratification.pdf
Motion by: Trustee Young
Seconded by: Trustee Fetterman
Motion passed unanimously.

Informational/Discussion Items

1. The UWF **Emerald Coast Update** was presented by Dr. Jack Azzaretto, Dean for EC & vice Provost.
2. The **Florida's Great Northwest Report** - Chair Clark gave a brief overview noting that in 2007, Florida's Great NW contracted with an international, independent, non-profit research institute to analyze potential target industries based on regional, national, and global growth projections. This report, included in your board materials is the second of three reports. It builds on the short list of industry clusters that were identified as important to our region, by the first report. The basic findings of the report suggest that the NWFL region should focus on four target industries: Aerospace and Defense; Health Sciences & Human Performance Enhancement; Renewable Energy and Environmental; and Transportation and Logistics. It also underscores the importance of Information Technology, and Research and Engineering as basic fundamental structures required to support the four industry clusters. These findings are very important to UWF as we strive to meet the educational needs of the region. Clark said that Mr. Al Wendstrand, Executive Director of FGNW will attend a future BOT meeting.
http://uwf.edu/trustees/Sep4_08/FGNW_O_A.pdf
3. The **University Advancement Update** was given through a PowerPoint presentation by Dr. Dean Van Galen noting that the *Creating Great Futures* Campaign is ahead of schedule.
http://uwf.edu/trustees/Sep4_08/Advancement.pdf
4. The **Marketing Update** was, also given through a PowerPoint presentation by Dr. Dean Van Galen.
http://uwf.edu/trustees/Sep4_08/Marketing.pdf

5. The **Whitman Center Update** was presented as a follow-up from the June 2008 meeting, by Dr. Chula King who reported there were no legacy issues to disbanding of the center.

6. The **Election of Officers** was addressed by President Bense and General Counsel Lott who said that if it was the Board's wish to consider Chair Clark and Vice Chair Bell for their current positions for an additional term, they should direct Dr. Bense to convey their formal request for Board of Governor's approval to allow these officers to continue for an additional term in light of the extenuating circumstances of the Presidential transition and to approve any necessary suspension of the Board's bylaws in connection therewith. A motion was made to convey the request to the Board of Governors as described by General Counsel and to approve any necessary suspension of the Board's bylaws in connection with the December 2008 election of officers.

(Both Clark & Bell tried to abstain from the vote but General Counsel Lott advised that Board members should vote on all matters before the Board except for specified financial conflicts and both Clark and Bell withdrew their abstentions.)

Motion by: Trustee Hess Herrick

Seconded by: Trustee Platt

Motion passed unanimously.

7. **Board Composition** was addressed by Chair Clark who noted that at the recent retreat there was discussion regarding qualities for prospective trustees. Also discussed was bench depth and working toward a process for recommending trustees to the appointing authorities when vacancies occur. Clark suggested trustees refer names of potential candidates to Dr. Bense or Kim Spear and that he and Dr. Bense would work together to determine who might be interested in future service.

Trustee Hess Herrick said that she will be resigning as chair for the Finance, Administration & Audit Committee but would mentor vice chair, Nancy Fetterman if she desired to become chair. Hess Herrick, also, reported that she would be resigning from the full BOT in the Summer of 2009.

8. **Presidential Search** was addressed by Chair Clark desiring to discuss the timing of a presidential search noting that several firms had offered their services. Clark noted that a search is very expensive and that the economy is quite poor. Clark asked will we proceed. How? When? With whom?

- Trustee Smith encouraged the trustees to delay a search as things were moving in the right direction and that a search could be viewed as undermining Dr. Bense.
- Trustee Horner said he felt that the BOT needed an immediate plan.
- Trustee Bell concurred with Trustee Smith.
- Trustee Merrill, who formerly served on the Board of Regents and UWF BOT, will bring options, costs and timing issues the December BOT meeting.
- Trustee Young was concerned about community perceptions.

9. **Strategic Issues** were addressed by President Bense and Provost Chula King noting that the strategic tactical goalsproduct distributed was a 'draft' and a work in progress.

10. **Optional Tour of REEF – Research and Engineering Education Facilities** – Chair Clark encouraged the board to take this optional tour in the afternoon. UWF shares this research and engineering facility with the University of Florida.

11. **Other** – Chair Clark reminded trustees of the following events.

- **Sept 9, 11:00 a.m. Presidential Address** at UC Auditorium (B22)

- Followed by Campus-wide Barbeque
- **Dec 11**
 - 5:30 – 7:00 p.m. Holiday Reception
 - 7:00 – 8:30 p.m. Dinner with PJC Board
- **Dec 12**
 - UWF BOT Meeting at UWF Conference Center
- **Dec 13**
 - 8:45 a.m. UWF Fall Commencement at Civic Center
 - 2:45 p.m. UWF Fall Commencement at Civic Center

With no further business to conduct, Chair Clark called for adjournment at 3:37 p.m.

Motion by: Trustee Merrill

Seconded by: Trustee Young

Motion passed unanimously.

Respectfully submitted,

Faye H. Bowers

Recording Secretary