

**Minutes**  
**University of West Florida Board of Trustees Meeting**  
**December 14, 2007**  
**UWF Conference Center**

Board Chair K.C. Clark called the meeting to order at 12:30 p.m. welcoming those in attendance. Clark then asked Faye Bowers to call roll with the trustees listed below in attendance. Those attending via conference call are designated with an asterisk\* following their names. Trustees Collier Merrill and Honor Bell had conflicts in their schedules and were unable to attend.

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\*  
Dr. Scott Marzilli  
Mr. Roy Smith  
Mr. J.T. Young

Others were attending:

Dr. John C. Cavanaugh, President  
Dr. Chula King, Interim Provost  
Dr. Hal White, Executive Vice President  
Dr. Debbie Ford, Vice President for Student Affairs  
Dr. Dean Van Galen, Vice President for Development  
Ms. Anita Schonberger, General Counsel  
Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT  
Mr. Michael White, Director, Academic & Instructional Technological Services

**Chair's Greetings**

Chair Clark welcomed everyone, thanking them for their participation and attendance at today's meeting. He apologized for lengthy delay between meetings noting that this would be corrected in the future. He also thanked W-UWF TV for producing the webcast.

The Chair announced that Retired General Chuck Horner was reappointed by the Board of Governors to continue service on the UWF Board of Trustees for another term and that he had asked Trustee Catherine Kelly to serve as Vice Chair of the Academic & Student Affairs Committee.

The Chair followed with special thanks to the Board members who were able to participate in the UWF 40<sup>th</sup> Anniversary celebration and *Creating Great Futures* Campaign kickoff in September. He then reminded all that one of the goals this year is to achieve 100% participation in charitable giving to the UWF Foundation by members of the Board of Trustees. He encouraged all trustees of the importance of leading by example.

## **President's Report**

Dr. Cavanaugh called for a moment of silence in memoriam of Dr. Marilyn Lamborn who was instrumental in helping the UWF Nursing Program to become so successful. Dr. Lamborn served UWF as the Director of Nursing for many years and was an outstanding faculty member.

The President, then, welcomed everyone to the meeting as well, echoing Chairman Clark's sentiments about the *Creating Great Futures* campaign kickoff and the 40<sup>th</sup> anniversary events.

The President noted that he, too, was pleased regarding General Horner's reappointment and that he hopes to hear about the Governor's appointment soon regarding Trustee Collier Merrill.

The President recognized Trustee Roy Smith for his OP Ed piece in Pensacola News Journal regarding the needs of Florida Higher Education.

The President welcomed new Interim Provost, Dr. Chula King who has served at UWF for more than 20 years and most recently as chair of the Department of Finance and Accounting.

The President announced his approval of a plan brought forth by General Counsel Anita Schonberger and Associate Counsel Pat Lott. They asked to switch positions Cavanaugh said it makes perfect sense based on their areas of expertise. The change is effective January 1, 2008 at which time Ms. Lott will become counsel to the Board.

The President recognized Dr. Paul Jones, ACE Fellow who will join UWF for the 2008 Spring semester. Dr. Jones is currently the VP for Institutional Research and Enrollment Management at Georgia College & State University where our own Dr. George Ellenberg is currently an ACE Fellow in Milledgeville, GA.

### **National and Statewide**

President Cavanaugh touched on the Federal Legislative Agenda (tuition), State Budget Issues (additional cuts in 2009 & State Investment Funds) and gave an update from the Board of Governors (increase oversight of enrollment) (compacts tailored to individual universities) (Chancellor asked TK Wetherell, James Evans, Frank Brogan, and Cavanaugh for funding recommendations for legislature).

### **On-Campus & Successes**

- **The Campaign** – President Cavanaugh reported that since September 25<sup>th</sup> an additional \$3 million has been raised bringing the total to \$25 million. A campaign report under separate cover provided additional details for the Board.
- **Reorganization of Administrative Affairs to University Affairs** – Completed merge of Administrative Affairs and President's Division as University Affairs under direction of Executive Vice President Hal White. Thus enabling the elimination of a VP line and create other university-wide efficiencies.
- **Integrated Planning & Budgeting** – Planning drives the budget. Barbara Lyman and Barry Brighton will lead this area.
- **Dr. Jerry Norris** retiring after some 30 years of service was instrumental in guiding UWF in these areas previously. Dr. Cavanaugh thanked Norris for his leadership.

- **Archaeology finds 1559 de Luna Ship** – as featured in NY times, CNN Headline News, USA Today and will be on Canadian History Channel, UWF Archaeology underwater students have discovered the second oldest shipwreck in the US. Where else but UWF can students experience hands on?
- **Dr. Patrick Moore named Florida Professor of the Year** – A great honor for Dr. Moore and wonderful recognition for UWF, this award is sponsored by the Carnegie Foundation for Advancement of Teaching and is administered by the Council for Advancement and Support of Education. Prestigious honor and recognition for Dr. Moore and UWF.
- **Procurement & Contracts awarded Annual Achievement of Excellence in Procurement Award for 2007** – 1 of only two universities holding this distinction at least 6 times
- **Additional** –
  - Energy Awareness Day; Disability Awareness Day; BEST Robotics Competition, 40<sup>th</sup> Anniversary of West Florida Historic Preservation, Inc.; former Governor and Senator Bob Graham's visit to UWF; UWF Celebrates the World, Military Appreciation Reception, CFPA Productions John F Kennedy Center for Performing Arts "Once On This Island" will be showcased.
- Matt McKinney, Sr. employee of the month for December, works incredibly hard to setup and prepare for the BOT meetings
- Commencement – December 15 will recognize 1,331 graduates and confer an Honorary Doctorate on reverend H.K. Matthews.

### **Faculty Recognition**

Interim Provost, Dr. Chula King introduced Dr. Ed. Ranelli, Dean for the College of Business who addressed the Board regarding Dr. Jim Hassleback who was unable to be present at the meeting due to a conflict in his schedule.

### **Staff Recognition**

Executive Vice President Hal White recognized Carol Gentry, Office Administrator for Human Resources who goes above and beyond the call of duty to perform excellent customer service to everyone.

### **Student Recognition**

Dr. Debbie Ford introduced Jonathan M. Denton, an outstanding UWF senior ROTC cadet and member of the Florida Army National Guard. Jonathan addressed the Board regarding his delightful and successful journey at UWF as a student.

## **Committee Reports**

### Finance, Administration & Audit Committee

Committee Chair Sharon Hess Herrick brought the following items for ratification before the board in the form of a motion with unanimous approval.

1. Tuition & Fees
2. FY2008/09 – 2012/13 Amended Fixed Capital Outlay Plan

3. Student Activity & Service Fees; Health & Athletic Fees
4. DSO Audits
  - a. West Florida Historic Preservation, Inc.
  - b. University of West Florida Foundation
  - c. University of West Florida Research Foundation
5. Sales Tax Audit
6. Social Security Number Usage Operation Report

#### Academic and Student Affairs Committee

Committee Chair Roy Smith brought the following items for ratification before the board in the form of a motion with unanimous approval.

Regulations:

Repeal - UWF/REG 3.007 Admission of Applicants

Repeal - UWF/REG 3.0151 Student Housing Conduct

Repeal - UWF/REG 3.020 Student Government Association: Function and Purpose

Repeal - UWF/REG 3.022: Student Publications

Repeal - Regulation UWF/REG 3.023: Student Organizations

Amend - Regulation UWF/REG 3.028 Religious Observance

#### Executive Committee

There were no Executive Committee action items brought before the full Board.

#### Full Board Items

##### **Action Items**

1. A motion was made for approval of minutes from September 7, 2007.

[http://uwf.edu/trustees/Dec14\\_07/090707\\_FBOTMN.pdf](http://uwf.edu/trustees/Dec14_07/090707_FBOTMN.pdf)

Motion by: Trustee Gilluly

Seconded by: Trustee Fetterman

Motion passed unanimously.

2. A motion was made to approve (item 2 and) a Memorandum of Understanding Concerning Disposition of Assets of the Research Foundation of the University of West Florida, Inc. and (item 3) the dissolution of the Research Foundation of UWF, Incorporated as presented by Dr. Richard Podemski.

The proposed Asset Transfer MOU: (4 pages)

[http://uwf.edu/academic/botagendaitems/Research\\_Foundation\\_Assets.pdf](http://uwf.edu/academic/botagendaitems/Research_Foundation_Assets.pdf) (PDF)

Articles of dissolution to be filed with the Florida Department of State: (5 pages)  
[http://uwf.edu/academic/botagendaitems/RF\\_Dissolution\\_Supporting\\_Doc1.pdf](http://uwf.edu/academic/botagendaitems/RF_Dissolution_Supporting_Doc1.pdf)

Information letter to be filed with the Internal Revenue Service: (4 pages)  
[http://uwf.edu/academic/botagendaitems/RF\\_Dissolution\\_Supporting\\_Doc2.pdf](http://uwf.edu/academic/botagendaitems/RF_Dissolution_Supporting_Doc2.pdf)

Motion by: Trustee Smith  
Seconded by: Trustee Young  
Motion passed unanimously.

#### Informational/Discussion Items

1. Merger Update (PHS) Pensacola Historical Society with (WFHPI) West Florida Historic Preservation, Inc. (written report only)
2. 2008-09 Meeting Dates
3. Meeting Survey Results of September 7 Meeting Survey for December 14. Chair Clark emphasized the importance of all trustees completing and submitting a meeting evaluation so the Board support staff may continue to improve services for meetings.

CLOSED Session Began – 1:32 p.m.

CLOSED Session Ended – 2:20 p.m.  
Full BOT Meeting Reconvened

#### Action Items

1. Ratification of Collective Bargaining Agreement with the (AFSCME) American Federation of State, County, and Municipal Employees which was completed on October 17, 2007 and is effective December 14, 2007 as presented.

Agreement (42 pages)  
[http://uwf.edu/trustees/Dec14\\_07/AFSCME.pdf](http://uwf.edu/trustees/Dec14_07/AFSCME.pdf)

Motion by: Trustee Young  
Seconded by: Trustee Gilluly  
Motion carried unanimously.

2. Ratification of the 2007-08 Re-opener to the University of West Florida and (UFF) United Faculty of Florida (2005-08) Collective Bargaining Agreement as presented.

2007-2008 Re-opener Language for Articles 23 and 25 (1 Page each)  
[http://uwf.edu/trustees/Sept7\\_07/Article23.pdf](http://uwf.edu/trustees/Sept7_07/Article23.pdf)  
[http://uwf.edu/trustees/Sept7\\_07/Article25.pdf](http://uwf.edu/trustees/Sept7_07/Article25.pdf)

Agreement (3 pages)  
[http://uwf.edu/trustees/Dec14\\_07/UFF\\_23\\_25.pdf](http://uwf.edu/trustees/Dec14_07/UFF_23_25.pdf)

Motion by: Trustee Hess Herrick  
Seconded by: Trustee Fetterman  
Abstained: Trustee Marzilli  
Motion carried.

With no further items to discuss Chair Clark called for adjournment at 2:23 p.m.

Respectfully submitted

Faye H. Bowers  
Recording Secretary