

Minutes

University of West Florida Board of Trustees
December 9, 2005
UWF Conference Center (B & C)
12:30 p.m.

Board Chair K.C. Clark called the meeting to order at 12:34 p.m. noting that trustees Collier Merrill and Nancy Fetterman were unable to attend. Trustee Merrill had a conflict in schedule and Trustee Fetterman went home ill following committee meetings. Clark then asked Faye Bowers to call roll with the following trustees in attendance.

Mr. Honor Bell
Mr. K.C. Clark
Dr. Loretta Epps
Mrs. Marny Gilluly
Dr. Jay Gould
Mrs. Sharon Hess Herrick
Gen. Chuck Horner, ret.
Mrs. JoAnn Morgan
Mr. Tim Roberts
Mr. Roy Smith
Mr. J. T. Young

Others attending:

Dr. John C. Cavanaugh, President
Dr. Sandra Flake, 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, Interim General Counsel/Assistant Corporate Secretary/BOT
Ms. Kim Spear, Chief of Staff/Assistant Corporate Secretary/BOT
Ms. Faye Bowers, Executive Specialist/Assistant Corporate Secretary/BOT

Chair's Greetings

Chair Clark bid good morning and welcome to everyone. He thanked the Board for agreeing on morning committee meetings and full board meetings in the afternoon. Clark said he appreciated all trustees providing feedback to the BOT Support Team for improving the meetings. He noted there would be a closed session regarding Collective Bargaining following adjournment.

Clark announced that it did his heart good during his flight from Tampa earlier this (12.9.05) morning to speak with a mom sitting across from him who was traveling to pick up her daughter from UWF. Clark said she (mom) and her daughter were quite impressed with UWF, especially with Dr. Debbie Ford, Vice President for Student Affairs and her staff for helping students move into dorms. Clark noted that probably no other university in Florida caters to students as UWF does. Clark also noted that the mom commented joyfully that UWF buildings have numbers and UWF students have names. He said the Pensacola High School (PHS) librarian, sitting a couple of seats down, complimented the UWF Argo Scholars Program, especially since PHS is a Title I school. Chair Clark said he enjoyed listening to folks brag about how UWF is making a better way for students. He said keep up the good work.

Chair Clark also indicated that the PHS librarian asked why we (UWF) don't have library science and then explained why she thought UWF needs library science. It's because 40 percent of FL librarians are in the DROP program. Clark said he promised that he would discuss this and get back to her. He said he is pleased that UWF is doing such important work which is being recognized.

Finally, Chair Clark thanked WUWF 88.1 for webcasting the BOT meeting and said he listens to WUWF via web in his Tampa office.

The President's Report

Dr. Cavanaugh thanked Chair Clark and reiterated the news of his appointment as a Southern Association of Colleges and Schools (SACS) Commissioner, noting that we (UWF) will now have a voice in setting policies. He applauded Dr. Carl Backman, Dr. Rosemary Hayes-Thomas, and Mr. Scott Marzilli for such great work over the years regarding the universities reaffirmation through SACS.

Cavanaugh confirmed that the United Faculty of Florida (UFF) and UWF agreement was ratified in October with satisfaction on both sides. He expressed his appreciation to the teams for their hard work saying this is a first local level negotiation for UWF.

The President introduced Mr. Bert Hartley, who will on January 1, 2006 become Interim Vice President for Administrative Affairs for two years. Cavanaugh said that Hartley previously served at the Florida Institute for Human and Machine Cognition (FIHMC) and at the University of South Florida, noting that he is very familiar with the State University System (SUS).

The President introduced Mr. David Mann, Director of Governmental Relations, noting that Mann is very experienced, having served at Florida Atlantic University (FAU) and Florida Gulf Coast University (FGCU). Cavanaugh said Mann knows the system, the issues, and the South Florida delegation, and that his credibility is a plus for UWF.

The President introduced Ms. Colleen Asmus as the new UWF Controller and said that we (UWF) look forward to great things as Ms. Asmus' prior service at UWF has been excellent.

Internationally, the President said he has given 3 speeches and a formal address at Nanchang University and Kinmen University in Taiwan noting both as strong partners with UWF. Cavanaugh said the Nanchang Campus is modeled on Oxford University where staff and faculty and students live on campus and all courses will be English speaking. At Kinmen, the language of instruction is English so there will be competition for international students. UWF will continue to build upon these partnerships.

On the national front, Cavanaugh said he would be traveling, following commencement, to Washington, D.C. where he was appointed by President Bush to serve as a Delegate to the 2005 National Conference for the Council on Aging. Cavanaugh reported that Medicare is being reviewed for full eligibility in 2011 and other issues regarding care-giving, long-term care being national policy issues. The National Council on Aging conferences are held once per decade and began in 1961 during the John F. Kennedy administration when Medicare was rolled out. Cavanaugh looks forward to serving as a delegate.

Regarding statewide issues, Cavanaugh, as chairman, will represent the State University Presidents' Association (SUPA) in commenting on the recommendations of the Access Task Force, since many recommendations were never vetted or discussed by the task force. In Cavanaugh's own response regarding the granting of community colleges the authority to offer the 4 year baccalaureate degree and regarding certain limitations on the authority of foundations to issue bonds, he said these are just inappropriate. There is a general agreement, Cavanaugh pointed out, that universities are held accountable for their funding and that community colleges should be held accountable as well.

Led by Cavanaugh, SUPA forwarded the legislative agenda to Board of Governors (BOG) meeting but it adjourned prior to covering all items. There will be conversations with Rich Maxey regarding legislative items so that key issues are not missed by legislators and the legislative agenda will be filed as a placeholder on BOG agenda.

President Cavanaugh will make a presentation on behalf of SUPA regarding building renovations as construction costs have dramatically increased. The universities are in the process of revising figures for construction costs with utilities being a huge issue, possibly with electric rates going 25% higher and natural gas at UWF a 100% increase.

Cavanaugh said that since there is not a guaranteed PECO percentage, that SUPA is suggesting no less than 30 percent to ensure universities are guaranteed a piece of pie. An average 30% would be set up as a floor.

SUPA is also strongly urging the revision of the formula used to compute classroom utilization. This should be updated, so that when a speaker or colloquium occurs on campus, the room used should not be viewed by the State as vacant.

Regarding performance and accountability committee measures for operational efficiency, the President said that the BOG will be working with the Council of Administrative and Financial Affairs of the SUS, which consists of administrative and financial VPs of the universities.

The Board of Governors big issue in Cavanaugh's perspective was the pitch made by Florida International University (FIU) and the University of Central Florida (UCF) for medical schools, noting that both have raised \$30 million from private contributions. Cavanaugh said it would be interesting to see what happens since some BOG members are for and some against and that he anticipated no action until January 2006.

President Cavanaugh reported that the UWF Foundation bonds refinancing has taken place and that David Mann would give a legislative briefing later in the meeting.

As for the UWF campus itself, in the State of the University Address, Cavanaugh talked about issues like the Creating Bright Futures campaign, the Making Way for Excellence campaign, and the many unsung heroes on campus. The address focused on access and affordability, and on panhandle poverty, with Escambia at 8th on the poverty level due to being an urban county. Cavanaugh said we (BOT) should be concerned about this because some students just cannot afford college.

Dr. Cavanaugh noted that the University Planning Council is looking at developing a long range plan, to be phased over several years, that will integrate strategic planning and budget planning.

The President said that, in a few weeks, Pay for Performance will be implemented and those select individuals will see an increase in 2006 salary retroactive to January 1. He reported that broadbanding and Pay for Performance have created much flexibility and real career paths for all UWF employees.

Regarding deferred maintenance, Cavanaugh said a meeting with the legislative delegation is planned since we (UWF) don't have the money to make necessary repairs. He noted that the average useful life of a building is 40 – 50 years. Cavanaugh noted that ¾ of our (UWF) campus is 40 years old with most of the physical plant reaching the end of useful life and it is all happening at once. Bear in mind, he said, that there are unique factors at UWF, and the difference in UWF and most universities that most build big and tall buildings where there are lots of small buildings at UWF. The academic village concept is a great concept but bad for efficient physical plant operations. There is higher probability of leakage, more heating and cooling systems, and problems with the envelope of buildings which compounds the maintenance problem.

The UWF Natatorium is an example of "you get what you don't pay for" and that for years the construction quality on campus was not good with large cracks on roof structures. There is no attic insulation in some buildings and when added all together we (UWF) have a serious set of issues which the President said he will present to the legislature next week. Cavanaugh said it is a unique situation to figure out and that capital money in Florida is tight for a few years.

The President thanked those who attended the trustee orientation saying that we (UWF BOT) are a model for the State, which is seeking our assistance.

The President reported a request from one trustee to post draft minutes to the web since meetings are quarterly and that this will be done in a timely fashion.

The President's final note was in regard to our campuses to the east, such as the joint campus with OWC. Ideas are being reviewed to have an umbrella term "Emerald Coast" to cover all of our service locations to the east, and this designation may be brought for formal board action during the March meeting. Cavanaugh said that by designating those areas of our campus as UWF Emerald Coast, we can call attention to our growing operations in Okaloosa, Walton and Santa Rosa counties. He asked the trustees to think about it for March discussion.

Student Achievements

Dr. Debbie Ford, Vice President for Student Affairs, introduced Ms. Sharon Kerby and Ms. Brianna Oeser who are seniors at UWF, noting that Sharon is from New Jersey and a senior elementary education major with a 3.0 Grade Point Average who will student teach in spring. Dr. Ford said Sharon and Brianna are seniors and co-captains of UWF women's soccer reporting 28 career wins and 7 shutouts. Brianna, also a senior, was due to graduate the next day (December 10). Brianna is from Niceville, co-captain of our soccer team, has a 3.75 Grade Point Average. Her major is Communication Arts. She is a Junior Achievement Intern and she scored 54 goals, 19 of those this year. In addition, Brianna was named to the 2005 All Gulf South Conference First Team.

Both Sharon and Brianna expressed their growth as individuals, and stated that at UWF it is wonderful to get to know everyone with small classes and professors that are willing to help. Speaking athletically, the girls said the team was diverse, enabling them to learn about cultures.

Dr. Ford noted that Coach Barlinski was in attendance and that his dedication and service resulted in him being named the 2005 Gulf South Conference Coach of the Year, with Women's Soccer finishing 8th in Division 2.

Faculty Recognition

Dr. Sandra Flake, Provost, introduced Dr. Ed Ranelli, Dean for the UWF College of Business (COB). Ranelli recognized the outstanding accounting faculty at UWF, noting that for three decades UWF's graduates with CPA's have won regional and national accolades. He noted that faculty accomplishments, to some extent, can be measured by examining the success of their graduates. An excellent example is BOT chair K.C. Clark, who leads a major financial services firm in Florida.

Dr. Ranelli said that the success of Mr. Doug Benham (Arby's CEO) and Mr. Mark Oken (at the helm of Bank of America) is because our (UWF) institution and faculty contributed to these individuals and that the majority of NW Florida accounting firm partners are UWF alumni.

Dr. Ranelli then introduced Dr. Chula King, COB Chair of Accounting, who brought forth two students who are joining national accounting firms following graduation from UWF. Through accomplishments, assessment and affirmation, Dr. King agreed that measuring – looking at students – exemplifies what the department is all about, noting that Jim Penman (4.0 GPA) will be joining Ernst and Young and that his father and grandparents were in the audience today. King said that Adam Bowen, with a 3.99 GPA, will be continuing accountancy in January. He is graduating tomorrow and will be joining Gulf Power in January.

Both students shared a PowerPoint presentation on perspectives of the COB departments and showed statistics regarding the number of regional accounting firms who are led by UWF alumni.

Chair Clark thanked the students.

Approve Minutes of September 9, 2005 and Orientation on October 10, 2005.

Motion by: Trustee Young

Seconded by: Trustee Gilluly

http://uwf.edu/trustees/Dec9_05/9SEP05minbot.pdf

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Committee Reports

Finance, Administration & Audit Committee

Finance Committee Chair Sharon Hess Herrick thanked Chair Clark, reporting an excellent roundtable prior to the formal committee meeting. She expressed her appreciation to Dr. Lornetta Epps, who served on the Finance Committee since its inception, noting that Dr. Epps will not seek reappointment as UWF Board of Trustee member.

Action Items

On behalf of the committee, Hess Herrick proposed, in the form of a motion, the certification of the West Florida Historic Preservation, Inc. Audit, the UWF Research Foundation Audit, and the UWF Foundation Audit. Likewise, she proposed the approval of the Parking and Traffic Control Regulation (finalization of rule text to become regulation under the new BOG regulatory scheme). She also moved approval of the Fundraising and Solicitation Policy, as well as the adoption of the Finance, Administration and Audit Committee Charter, with two changes as presented by Hal White as follows: not restrict the number of members but have them appointed by the Board Chair, and add as staff liaisons the Executive Vice President, the Vice President for Development and the General Counsel.

Hess Herrick said the committee also approved an amendment to the UWF Foundation Bylaws to remove the Vice President for Development and the Executive Director of the UWF Foundation from membership on the Foundation board.

http://uwf.edu/trustees/Dec9_05/uwffoundation.pdf

http://uwf.edu/trustees/Dec9_05/research_foundation.pdf

http://uwf.edu/trustees/Dec9_05/wfhpi_foundation.pdf

Motion for ratification by: Trustee Hess Herrick

Seconded by: Trustee Bell

Motion passed unanimously

Removed Item #5 UWF Research Foundation Bylaws which was not discussed or acted upon.

Informational/Discussion Items

Hess Herrick reported that through the Committee Roundtable and the Finance, Administration and Audit Committee meeting that Mr. Barry Brighton, Director of Budgets, presented an update on the budget and that Ms. Betsy Bowers, Associate Vice President for Internal Auditing and Management Consulting, gave a hurricane follow-up report to the committee. In addition, the committee was given a Development update by Dr. Dean Van Galen.

Academic & Student Affairs Committee

Committee Chair Roy Smith thanked Chair Clark. Smith noted his appreciation for the service of Mrs. JoAnn Morgan, who will not seek re-appointment as a UWF trustee upon expiration of her term in January.

Action Items

Smith asked approval in the form of a motion of the Academic and Student Affairs Committee Charter with revisions cited here: modify to emphasize enrollment management and retention and to emphasize student diversity, to state that that the committee will be regularly reviewing data relating to these issues, and to omit the number of trustees on the committee in favor of having the members appointed by the chair of the BOT.

Motion for ratification by: Trustee Smith

Seconded by: Trustee Morgan

Motion passed unanimously

http://uwf.edu/trustees/Dec9_05/academiccharter.pdf

Chair Smith reported that the committee discussed the Honorary Awards and Recognition Policy's flexibility of selection and that Provost Sandra Flake gave an Academic Affairs update regarding student retention at UWF and graduation rates as well.

Chair Smith said that Dr. Debbie Ford gave the Student Affairs update and Dr. Barbara Lyman informed the committee on the decision on UWF Reaffirmation of Accreditation by SACS. Smith congratulated the

group of individuals committed to SACS accreditation. Dr. Flake and Dr. Ford addressed the committee on the changing nature of the university. Smith said it was a good session to learn more about the university.

Executive Committee

Action Item

Board Chair K.C. Clark, also chair of the Executive Committee, brought before the board, in the form of a motion, a request to approve a Presidential Contract Supplement relating to the president's housing allowance, the presidential car allowance, spousal travel, and the ratification of a requirement that the president reside in the Dorr House on the downtown Pensacola campus. Clark said that adjustments are made consistent with those of the contract of former UWF President Morris Marx.

Motion by: Trustee Clark
Seconded by: Trustee Smith

Motion passed unanimously

Discussion/Informational Items

1. Regarding new trustees, Chair Clark said that he is torn because two of our trustees terms expire in January 2006 and neither has elected to seek reappointment. They are Dr. Lornetta Epps and Mrs. JoAnn Morgan. Clark noted that he has truly enjoyed their advice and counsel as the UWF Board was being shaped, saying both are extraordinarily valuable.

Clark said that we (BOT) will continue to build a pool of potential applicants and asked trustees to communicate prospects to President Cavanaugh.

2. Presidential Evaluation

Clark noted the committee had approved the Presidential Evaluation at the previous meeting and said the written evaluation will be forwarded to the BOG. Clark said we (BOT) must develop a more comprehensive evaluation process for the president at appropriate intervals, and that the Board had discussed with the AGB the probability of doing so every 4 or 5 years. Clark said it is very important to have a more up to date contract in place, and he noted that President Cavanaugh is the only state university president who doesn't have a long-term contract in place. Clark said that we (BOT) certainly value his (Cavanaugh's) leadership.

http://uwf.edu/trustees/Mar7_06/EvalJCCavanaugh_signed9DEC05.pdf

Other BOT Items

Action Items

1. Resolutions 2005-4 and 2005-5 for Dr. Lornetta Epps and Mrs. JoAnn Morgan in recognition of distinguished service. These were read aloud by Board Chair Clark following a motion to approve. Clark announced that Trustee Morgan has also been inducted into the Florida Women's Hall of Fame in the State Capitol Rotunda.

http://uwf.edu/trustees/Mar7_06/R20054Lepps.pdf

http://uwf.edu/trustees/Mar7_06/R20055Jmorgan.pdf

Motion by: Trustee Bell
Seconded by: Trustee Smith

Motion passed unanimously

2. Endorsing Priorities for *Creating Great Futures* Campaign

Chair Clark called on Dr. Dean Van Galen, Vice President for Development, who first informed the Board that good progress is being made on the Memorandum of Understanding (MOU) developed between the UWF Foundation Board and UWF Board of Trustees. In June 2005, campaign priorities were brought

before the board and the selection of priorities was based on a feasibility study. Van Galen said these priorities are brought formally today to the Board for consideration, noting that tomorrow (December 10) 200 of the UWF graduates were assisted by the UWF Foundation.

Trustee Gilluly addressed the Board, commenting about the campaign, by asking board members to consider supporting financially. Gilluly said that, as leaders of the university, it is important for the Board to have a 100% participation rate in contributing at whatever level is appropriate. Clark said that he asked the Foundation to provide suggestions on how he could best help the university, such as in Archaeology. He noted that it is imperative that we show total support for the campaign.

Motion by: Trustee Gilluly
Seconded by: Hess Herrick

Motion passed unanimously

3. Roles and Responsibilities/Travel Policies

Dr. Cavanaugh noted that for sometime issues for Board Development have been discussed. We developed these guidelines and policies on the roles and responsibilities of trustees and trustee travel with the assistance of the Association of Governing Boards, and that after time for discussion at the last meeting and time for comment on the drafts since the last meeting, that he was proposing endorsement of these. Clark asked if there were questions.

http://uwf.edu/trustees/Dec9_05/botnr.pdf

http://uwf.edu/trustees/Dec9_05/botravel.pdf

Motion by: Trustee Young
Seconded by: Trustee Gilluly

Motion passed unanimously

Informational/Discussion Items

1. Legislative Preview

David Mann said this is an update and preview because the special session concluded yesterday (December 8) in Tallahassee. He addressed the board saying that Medicaid reform was passed, tax on slots, lobbying reform was passed effective January 1, 2006 (lobbyists cannot buy anything for legislators or staff) and that it received overwhelming support from both chambers.

System-wide assistance from the legislature did not pass for cost overages on construction and utility expenses. According to Mann, the budget outlook, partly because economic activity related to hurricanes and a hot real estate market, is for a large amount of non-recurring money to be available. He indicated that this could result in PECO funding being doubled and that there is talk that \$1.4 billion for Capitol Outlay across the education sector has not been distributed or allocated yet.

Mann noted that the legislators are encouraged for an early allocation. President Cavanaugh said he would build on that and that Chancellor Rosenberg sent an email that the Board of Governors will be taking requests from universities for updated numbers for PECO allocations during a conference call December 19. He said we (SUPA) are putting our place holder in now.

Mann followed with very good news that General Revenue is estimated at \$3.2 billion and will be split \$1.7 billion this Fiscal Year and \$1.5 billion next Fiscal Year. Mann said that he and President Cavanaugh encourage all of the Board to contact legislators to spend wisely. He followed with one additional issue regarding Arcadia Mill, which may require legislation for transferring its title from the UWF Foundation to UWF and that he will keep the BOT posted.

2. September 9 BOT Meeting Survey Results & Technology Feedback

Clark said basically the survey gave feedback about meeting technology and he thought it was clear that we needed to continue work on the technology, but that one of the biggest problems was solved by putting the conference phone in front of the loudspeaker.

3. Board Reception at AGB National Conference on Trusteeship (April 2006)

Chair Clark said he had the pleasure of attending the 2005 Association of Governing Boards' National Conference on Trusteeship. It was extraordinarily educational and a great opportunity to learn from trustees around the country. Florida has the most stringent laws regarding trustees and the Sunshine law making life very tough.

Clark said he would like for the UWF BOT to host a reception in Orlando for other state universities' boards of trustees, since there has never been a formal gathering of all boards. He has been invited to a meeting of all SUS BOT chairs at FAU. He would like to invite all boards so we (BOT) will know who we are dealing with, share some common stories, successes, and open lines of communication.

Trustee Morgan said that Governor Bush promised a periodic bringing together of the boards. She suggested that Chair Clark or President Cavanaugh take to the BOG and the Governor's Office, a reminder of a commitment they made that has not been followed up on...After 5 years, Morgan said the Governor needs to be reminded.

Additional events this afternoon and evening –

President's Holiday Open House 5:00 – 7:00 Dorr House

Future Events

12/10/05 Commencement 9:00 a.m. at Pensacola Civic Center

12/16/05 Legislative Delegation Luncheon HLES 12-1:30

3/7/06 Next Meeting Fort Walton Beach Campus

3/8/06 UWF Day at the Capitol

This is an excellent opportunity to meet the legislative delegation, learn about UWF through students, staff, and faculty. This will preview why we (UWF) is the shining star of North West Florida.

Other Items

President Cavanaugh made a special thank you to the UWF students "Argo Aid" for raising \$10,000 dollars for Katrina relief. This is indicative of what an outstanding group of students we have.

Lech Walesa, Polish solidarity leader who later became President of Poland, will be at UWF on March 31st.

The University hopes to host the Board of Governors in September.

The President said there will be a higher education issue update in March since it is still pending in Congress and it will be interesting.

Vice chair Honor Bell expressed appreciation to UWF and Dr. Athena Dupre for hosting the community project dinner for non-profit organizations. Bell said that UWF students made him quite proud in their representation of the whole university.

With no further announcements, Chair Clark adjourned the meeting at 2:20 p.m.

The Board then went into closed session for a collective bargaining update.