

## MINUTES

UWF Board of Trustees Meeting

February 25, 2005

Fort Walton Beach, Florida

*\*(Board Chair K.C. Clark announced there were not enough trustees present for a quorum worked relentlessly until they were able to contact Retired General Chuck Horner by phone who participated in voting on all action items via speaker conference phone.)\**

BOT Chair K.C. Clark called the meeting to order at 9:37 a.m. on February 25, 2005 in Room 126 of Building 1 on the UWF/OWC Campus in Fort Walton Beach, Florida. Clark advised the board that once General Horner made contact by phone that the BOT meeting would move to agenda action items.

Faye Bowers called roll with the following trustees in attendance:

Honor Bell  
K.C. Clark  
Dr. Lornetta Epps  
Marny Gilluly  
Sharon Hess Herrick  
Steven Russell  
Roy Smith  
Dr. Pat Wentz  
Chuck Horner (by Cell Phone/Speaker Phone at 9:47 a.m.)

Others attending:

Dr. John Cavanaugh, President  
Dr. Hal White, Executive Vice President  
Dr. Sandra Flake, Provost  
Dr. Wes Little, Vice Provost  
Dr. Cornelius Wooten, Vice President for Administrative Affairs  
Dr. Debbie Ford, Vice President for Student Affairs  
Dr. Dean Van Galen, Vice President for Development  
Ms. Gina DeIulio, 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

At that time, Chair Clark welcomed everyone to the beautiful facility at UWF/OWC at FWB saying that we appreciate the opportunity to meet here. He welcomed visiting Professor Mikiaki Morimoto from Wakayama University in Japan. Chair Clark thanked Dr. Wes Little, Vice Provost for hosting the BOT meeting. It was noted that OWC President Bob Richburg was unable to attend due to a meeting in Tallahassee but during the morning OCS Superintendent Don Gaetz would be arriving.

Clark recognized Sharon Hess Herrick and Honor Bell who were reappointed to serve as UWF Board of Trustees until 2010 and that on 2/24/05 the university was advised of the appointments of Nancy Fetterman and J.T. Young saying, obviously they are not with us and that is what caused the problem earlier. Trustee Roy Smith was reappointed by the Governor.

Clark briefed the BOT on Nancy Fetterman noting that she is a public historian and significantly contributed to our community, she formerly served as UWF History program coordinator and serves on the Foundation Board. Clark said Fetterman is outgoing, energetic and will bring a lot to the BOT.

Clark then reported that J.T. Young is the Regional Chief Information Officer for Gulf Power, serves on the UWF Foundation Board, is a UWF alumnus, and serves on the Engineering Advisory Council and Judiciary Committee. Clark said it is nice to see alumni show an interest in the university and that it will be of great benefit to have Young on our BOT.

Chair Clark said this is probably the toughest time of our day. As many know, John Daniels Executive Director of West Florida Historic Preservation, Inc. passed away and will be sorely missed. Thus, Clark said we will rapidly move through the meeting to allow people to attend Daniels' funeral. Clark noted that Daniels became involved in the Pensacola Historic Village back in 1986. Clark said the WFHPI not only lost John Daniels, they lost Tim Chapman, head groundskeeper, last week and asked for a moment of silence to reflect on their lives and contributions to the university and community.

Clark noted that the flags will be raised at half-mast to honor John Daniels. He then called on Dr. Cavanaugh for the President's Report.

### **President's Report**

- Dr. Cavanaugh expressed his appreciation to our host FWB. He announced that Erin Ellickson, a UWF student struck by lightning last summer, visited campus during the prior weekend.
- Dr. Cavanaugh noted that Janice Perkins Gilley is now Deputy Director of Policy in Tallahassee which is great for Governor Bush but not good for us. He said he hoped that Janice will not forget her roots when she whispers in the Governor's ear. The President reported that Dr. Judy Bense will lead the Search Committee for Director of Governmental Relations due to her experience in Tallahassee.
- SACS – March 16 – 18, 2005 will focus on Quality Enhancement Plan. Academic Learning Compacts are being reviewed by departments and should be in place by the fall. Through the efforts of many and leadership of Dean Jane Halonen, we are recognized in the state.
- Making Way for Excellence – Very few universities take a look at themselves. Through the Baptist Leadership Institute instrument, UWF is doing that and Baptist is learning about the university as well.

- Market Equity Salary Distribution - Year 2 – The next round goes into effect on March 1, 2005 for those not covered by union bargaining.
- Regarding Hurricane Ivan, the university has received \$800,000+ from the state, having requested approximately \$5M but nothing from FEMA yet.
- The President said he spoke with Joe Negron last night before the UWF donor event for assurance that UWF will be taken care of regarding Ivan.
- UFF Negotiations will be presented to BOT by Regina DeJulio but must be closed session.
- The House of Representatives has filed a governance bill HB1001 introduced to return control of universities as in prior years. Cavanaugh said he has had long conversations with Carolyn Roberts, Board of Governors Chair. There are ongoing court cases regarding who has the right to do what. In this bill, the general consensus at first reading is that it would strip local BOT's of any authority. More analysis is being done.
- For the first time ever, UWF has 5 projects on the statewide federal research agenda. The list is available to anyone.
- Congratulations to UWF basketball teams for competing for Gulf South Conference. Spring sports, baseball, softball & tennis are off to a good start.
- President announced that Senator Bob Graham will be coming to UWF in March to discuss setting up an institute for student engagement. UWF is one of ten candidates vying for that institute.
- UWF Day is March 15 and Faye Bowers will distribute information.
- Dr. Cavanaugh's State of University Address is March 9 and it will be web cast.
- Small Business Development Center in FWB open house this afternoon and Vice Provost Wes Little has directions.

**Student Achievements** were introduced by Vice President for Student Affairs, Dr. Debbie Ford with **Alison Brumley** in the student spotlight.

Allison is a Master of Science Administration - Criminal Justice student at the University of West Florida, has been a volunteer with the Victim Assistance Center of the Okaloosa County Sheriff's Office since fall 2003. Alison originally completed an internship with the Center as an undergraduate student at UWF. As a volunteer, Alison assists victims of domestic violence as well as all types of violent crime. Alison will graduate with her master's degree this summer and plans to begin work on a doctoral degree. She sees her volunteer work at the Center as an integral part of a potential career in academe, stating, "This experience will also assist me in teaching relevant and useful information to students."

**Therese Sweeney**, a senior in Teacher Education at the Fort Walton Beach Campus is the President of the Education Club, a very active organization she created from ground zero last year which meets every month and actively involves the community. She will also be presenting the State Service Learning Conference Feb. 13-15 as she has done numerous services for the community in Reading and science.

**Sherry Mallrat**, a senior in Art Education, has been volunteering her expertise for 7 years at all elementary schools in Okaloosa County and is currently at Oak Hill Elementary on Eglin AFB doing Service Learning. She works with the community to

integrate art and will be presenting her experiences at the State Service Learning Conference also.

**Boyd White**, an MBA student, co-authored a paper entitled "IT Management in the Electric Utility Industry" with Dr. Jun Wei. The paper was presented at the Applied Business Research Conference in January, and published in the proceedings.

#### **Recreation and Sports Services Department:**

Students from Fitness/Wellness traveled to Atlanta, GA this past weekend to attend the AFAA APEX conference. **Trisha Schleicher, Danielle Behm, Melissa Richardson,** and **Becky Breinig** took the Primary Group Fitness Certification. **Marlaine Hagopian** took the Mat Science Certification for Pilates. **Marlaine Hagopian** and **Katie Lowe** took the Indoor Cycling Certification. **Mary Jehl** took the Yoga Essential III Certification.

**Joanna Burns, Julie Kato, Ryan McAfee,** and **Amy Marquez** attended the NIRSA Student Development Lead-On Conference hosted by DePaul University in Chicago January 28 - 29, 2005.

#### **Student Activities:**

**Tara Christie, Becky Kroeger, Jackie Wiley, Bob Alston, Marc LaMotte, Beth Box** and **Becca Lynch**, student members of the Campus Activity Board and Homecoming committees, will attend the National Association for Campus Activities Conference in Minneapolis, MN from February 12 - 16. **Marc LaMotte** is representing UWF as a member of the NACA Board of Directors.

**Ashley Haynie** and **Megan Vucic** will be presenting at the Loyola Leadership Conference next Saturday, February 19.

#### **Student Transition Programs:**

**Josh Barnes, Emelie Lalama,** and **Jacob Boone** will be presenting at the Southeast Regional Orientation Workshop on Recruitment, Selection, and Training a Diverse Orientation Staff.

#### **Athletics:**

*Women's Golf* – West Florida began spring women's golf with the Tusculum / Kiawah Island Intercollegiate champions. UWF's **Clara Fornella**, who was the 2004 individual medalist, earned her second championship at the event with rounds of 75 and 77 for a total of 152 strokes. **Fornella** was also named to the All-Tournament Team.

*Women's Basketball* – Junior forward **Lyndsay Munro** notched her first career Gulf South Conference Player of the Week award on Feb. 2 for her strong overall performance in Saturday's convincing 68-56 win over GSC East leader Valdosta State. It's the fifth GSC Player of the Week awarded to an Argonaut this season. Junior guard **Michelle Gibson** is a three time winner, and junior forward **Erin Vierling** took home the accolades once. **Erin Vierling** also became one of just six players in 24 years of UWF women's basketball to reach 1,000 career points.

*Men's Cross Country* – For the first time since the 2000 season, a West Florida men's cross country harrier earned Academic All-Gulf South Conference (GSC) honors. **Caleb Carmichael**, a junior from Tallahassee was named to the 2004 list. In addition, 11 Argonauts made the GSC Academic Honor Roll. Sophomore **Michael Padilla** of Pine Forest High School qualified for the NCAA Division II National Tournament in Evansville, Indiana as an individual. He is the first West Florida men's cross country harrier to ever make the cut. **Padilla** had a 10K time of 31:17 to break the UWF record

and place him fifth at the Regional. Padilla finished a strong 57th with a 10K time of 33:53.3 among 184 competitors at Nationals on Nov. 20.

*\*(Board Chair Clark welcomed General Horner to the meeting at 9:47 a.m. by telephone for addressing all action items below noting that all reports and informational items would be addressed and delivered immediately following.)\**

## **Committee Reports**

### **Finance, Administration & Audit Committee**

Clark called upon Trustee Hess Herrick who presented Items 1-7 in the form of a motion which was seconded by Trustee Gilluly. However, following discussion by Trustee Steven Russell, Clark recommended the following:

Items 1 – 4 & 6 & 7

1. University Housing Rental Rates
2. Student Activity & Service Fee, Health Fee & Athletic Fee
3. Fees for the Education Research Center for Child Development
4. New Student Orientation Fees
6. Material & Supply Fees
7. National Student Exchange Waiver & Fees

Motion by: Trustee Hess Herrick

Seconded by: Trustee Epps

Approved: Unanimously

Due to the discussion regarding student parking lot 22, Chair Clark pulled for discussion and had the BOT vote separately on Item 5. Parking Lot 22, of concern, is directly in front of the University Commons.

5. Proposed Parking & Transportation Services Fee Increase

Motion by: Trustee Hess Herrick

Seconded by: Trustee Epps

Opposed by: Trustees Wentz and Russell

Approved: 7-2

Chair Clark expressed his appreciation to Trustee Russell for his concern for the students making sure that these items were addressed during the committee. He said he walked to class years ago and that our students must remain our first priority as a Board.

8. UWF Foundation Certification

Motion by: Trustee Hess Herrick

Seconded by: Trustee Epps

Certified: Unanimously

9. UWF Financial Audit

Motion by: Trustee Hess Herrick

Seconded by: Trustee Gilluly

Accepted: Unanimously.

At this time, Chair Clark moved past the informational items and to the Academic and Student Affairs Committee action items introduced by Roy Smith.

### **Academic & Student Affairs Committee**

Committee Chair Roy Smith said he felt very comfortable with moving forward on the following items and said he is very excited about the four academic program additions.

#### **1. Program Changes**

Deletion – Master of Public Administration

Revision – Athletic Training (Request for limited access)

Waive Requirement of Request to Explore & Plan

BS in Computer Engineering & BS in Electrical Engineering

Addition - B.A. in Economics

Addition – B.S. in Health Science

Addition – Master of Public Health

Addition – M.Ed. in College Student Personnel Administration

Motion by: Trustee Smith

Seconded by: Trustee Wentz

Approved: Unanimously

Chair Clark said he had the opportunity to sit beside and visit with an engineering student at the donor event last night noting the student is very excited about the program.

Chair Clark then moved to Full Board of Trustees items requiring action with Trustee Horner still joining by telephone:

Full Board of Trustees Action Items –

#### **1. UWF/Okaloosa County Schools (Choctaw HS) Engineering Partnership**

Motion by: Trustee Clark

Seconded by: Trustee Wentz

Approved: Unanimously

President Cavanaugh said that the signing of partnership would occur when Don Gaetz arrived. Cavanaugh stated that UWF is providing assistance to CHS in pre-engineering to create interest to pursue a seamless education system.

#### **2. Federal appropriations were introduced by President Cavanaugh regarding programs we are shopping on Capital Hill. Cavanaugh said we now have significant projects that have made it over the hurdle and “we are personally taking these to Washington”.**

Motion by: Trustee Hess Herrick

Seconded by: Trustee Russell

Approved: Unanimously

#### **3. BOT Bylaws**

Gina DeJulio, UWF General Counsel reviewed the revision with the Board who had been given the revisions in November 2004. DeJulio cited page 3 Article 3 under

committees should read (executive committee shall have 5 voting members). And the final would not include any language provided as comments.

Motion by: Trustee Gilluly

Seconded by: Trustee Smith

Approved: Unanimously

4. Revised Parking Rule was introduced by Gina DeIulio noting that such information was provided to the Board in August and November of 2004 with the streamlined rule being provided for final approval today.

Motion by: Trustee Epps

Seconded by: Trustee Gilluly

Approved: Unanimously

The Board revisited Item 3 for the following:

3. Board Development Plan was introduced by President Cavanaugh reminding the trustees of carrying out these plans beginning in June 2004.

Motion by: Trustee Epps

Seconded by: Trustee Wentz

Approved: Unanimously

5. 2005-06 BOT meeting schedule below.

September 9, 2005 Committees 8:30 a.m. Full BOT 12:30 p.m.  
Conference Center

December 9, 2005 Committees 8:30 a.m. Full BOT 12:30 p.m.  
Conference Center

March 14, 2006 Fort Walton Beach Campus  
Committees 8:30 a.m. Full BOT 12:30 p.m.

March 15, 2006 UWF Day @ the Capitol in Tallahassee, FL

May 4, 2006 Committees 8:30 a.m. Full BOT 12:30 p.m.  
Conference Center

May 5, 2006 Joint Strategic Planning Meeting 8:30 a.m.  
Conference Center

Motion by: Trustee Epps

Seconded by: Trustee Wentz

Approved: Unanimously

At the conclusion of action items, Chair Clark noted that we would piece the meeting back to where we left off when General Horner joined by phone. He thanked General Horner for his service and bid him adieu.

Chair Clark called on Dr. Cornelius Wooten, Vice President for Administrative Affairs to brief the board with an update on Financial and Budget Related Items reflecting the university's current standing. Clark thanked Wooten and his staff for putting forth such great effort to enable the trustees understanding the university's financial status.

Chair Clark called upon Academic Chair Roy Smith who reported that Dr. Pam Northrup and Provost Sandra Flake briefed the Academic & Student Affairs Committee earlier. Smith called on Dr. Flake who briefly spoke about the university's Academic Program Goals.

BOT Chair Clark called upon Don Gaetz, Okaloosa County Schools Superintendent who thanked everyone at UWF for their support with the engineering partnership. Gaetz especially thanked Collier Merrill and President Cavanaugh, not only for the engineering partnership but for educating the many students of CHS who have and will attend UWF. Following Gaetz greetings, Chair Clark, President Cavanaugh and Gaetz signed the partnership. Students and sponsors were invited for photographs.

Vice-Provost, Wes Little's PowerPoint presentation of the FWB Update revealed that the FWB Campus has the potential to be like the main UWF campus with a little help. Little applauded his staff and faculty for their dedication and service. He said that previously, before Dr. Cavanaugh, the FWB Campus had possibly been underused for its potential growth. Little said that we must focus on removing FWB Campus barriers and use our strategic advantage. What is more advantageous than "The University of West Florida" and her solid reputation? Opportunities addressed by Little were that this is one of the fastest growing areas in the state; region has military personnel concentration, high-tech which is valuable to Florida's number one school district. FWB currently produces 500 FTE and has had approximately 1,000 students over past five years. Potential is hands down double! Dr. Rick Sjolander's research indicates if we continue as we are, in 2020 FWB should be at 900 FTE. Existing population says we could have been there had we begun 10 years ago. What is the real potential? Look between 500 and 2,500 FTE! Little said, "We're at a crossroads and this is a potential market if UWF wants to develop." We haven't room to expand. We need more facilities...more strategies possibly by having several mini-campus and get as close to the military bases as we can. Public school facilities may be available. Dr. Cavanaugh said that the trends began in the last decade and it takes a while to stop a train. We've put new faculty lines and they will be dedicated to FWB. Some of the changes we've made are aimed at turning the enrollment issues around. Little said that FWB has had tremendous support from the President and the BOT and he is very appreciative for the attention. A final report will be distributed at a later date. Chair Clark asked Little to provide the BOT with a plan for direction and growth support.

Regarding FIHMC, Chair Clark reported to the BOT that the addendum to the affiliation agreement is complete as of 2.24.05 through the cooperative efforts of the university and FIHMC. Copies have been delivered to the Institute and university. Both staffs have worked endlessly to accomplish this task including Kim Spear, Betsy Bowers, Hal White, Gina DeJulio and Shelly Blake from UWF. FIHMC staff Carol Carlan, Eric Nickelsen, Julie Sheppard and Ken Ford stepped up with responses to which we all were able to compromise. Congratulations!

For an update on the AGB On-site Planning Training, Dr. Cavanaugh called upon Kim Spear since she is coordinating the on-site training with AGB. You might remember Bob Woodbury who came to UWF a couple of years back. AGB will customize a workshop

for us on the afternoon of June 16, 2005 in regard to meeting the university's needs, board responsibilities, roles, assessment in line with the Board Development Plan. Day 2 all boards will come together for Strategic Planning Workshop to learn how all boards can join common themes and goals to further the institution's missions.

Chair Clark reminded the trustees of March 15, 2005 UWF Day at the Capitol noting that he will not be in attendance due to a conflict in schedule. He said he has already spent time in Tallahassee in regard to UWF and his role as Board chair.

Adjournment occurred followed by a brief Executive Committee meeting after which everyone was encouraged to assemble outdoors for the UWF Flag being raised outdoors. Through the coordination of Melanie Pelton at FWB the UWF flag was raised by student Tony Rodriguez.