

**Full Board Meeting
March 7, 2024
UWF Conference Center
DRAFT Minutes**

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Board Meeting**9:00 a.m.**

The public was provided with information on the UWF Board of Trustees website to join this public meeting in person in the UWF Conference Center or virtually through Zoom Webinar.

I. Call to Order

- A. The meeting of the UWF Board of Trustees was called to order at 9:00 a.m. by Chair Suzanne Lewis.

II. Roll Call

- A. Chair Lewis asked Anna Lochas to conduct roll call. Trustees Dick Baker, Susan James, Suzanne Lewis, Ariauna Range, Jill Singer, Alonzie Scott, and Stephanie White were in attendance in person and Trustee Paul Hsu was in attendance virtually.

- B. Others in attendance included:

- 1. Dr. Martha Saunders, President; Dr. Jaromy Kuhl, Provost; Howard Reddy, Vice President of University Advancement; Dr. Greg Tomso, Vice President of Academic Engagement and Student Affairs; Betsy Bowers, Vice President of Finance & Administration; Susan Woolf, General Counsel; Jamie Sprague, Associate Vice President of Human Resources; Dave Scott, Associate Vice President for Intercollegiate Athletics; Anamarie Mixson, Assistant Vice President for the Office of the President; Cindy Talbert, Chief Auditing Executive; Matthew Packard, Chief Compliance Officer; Dr. Dallas Snider, Vice Provost; Jeffrey Djerlek, Associate Vice President of Finance and University Controller; Daniel Lucas, Associate Vice President of Advancement; Christophe Lizen, Director of Institutional Research; Angela Bryan, SACSCOC Liaison and Director of Institutional Effectiveness; Chris Martin, Assistant Vice President of Facilities Management; Ethan Henley, Director of Undergraduate Admissions; Patrice Moore, Assistant Vice President of Academic Advocacy and Graduation Success; Katie Condon, Assistant Vice President or Enrollment Affairs; and Anna Lochas, BOT Liaison and Director of Public Policy Events.

III. Greeting

- A. Chair Lewis welcomed everyone to the meeting.

IV. Public Comment

- A. Chair Lewis opened the floor for public comment. There was none.

V. Approval of Minutes

- A. Chair Lewis reminded the trustees that they had been given the opportunity ahead of time to review the minutes of the December 14, 2023, Board of Trustees Meeting and the February 15, 2024, Special Full

Board Meeting. Chair Lewis asked for a motion to approve both minutes as presented if there were no changes or corrections.

1. Motion by: Trustee White
2. Seconded by: Trustee Baker
3. Motion passed unanimously.

VI. Reports

A. President's Report

1. Chair Lewis called on Dr. Martha Saunders to give the President's Report. Dr. Saunders presented on the University Strategic Directions.
 - a. Strategic Direction 1: Student Centered and Focused
 - b. Strategic Direction 2: Employee Success
 - c. Strategic Direction 3: Exceptional Academic Programming and Scholarship Aligned with State Needs
 - d. Strategic Direction 4: Community and Economic Engagement
 - e. Strategic Direction 5: Infrastructure
 - f. Strategic Direction 6: Operational Excellence
 - g. Strategic Direction 7: Culture of Inclusion and Civility

B. Student Report

1. Chair Lewis called on Maggie Brown to present her student experience to the board. Maggie Brown shared her experiences as an undergraduate student at UWF.

C. Committee Reports

1. Academic Affairs Committee
 - a. Chair Lewis called on Trustee Stephanie White to give the Academic Affairs Committee Report. Trustee White explained that the Academic Affairs Committee met on Thursday, February 15, 2024, via Zoom Webinar. The committee had six action items and one information item on their agenda.
 - i. The action items were as follows:
 - i. ACA-1: Tenure as a Condition of Employment, presented by Dr. Jaromy Kuhl, Provost.
 - ii. ACA-2: Request to Reduce Program Hours to 120, presented by Dr. Dallas Snider, Vice Provost.
 - iii. ACA-3: Request to Terminate Academic Degree Program, presented by Dr. Dallas Snider.
 - iv. ACA-4: Revised UWF Regulation 3.001 Admissions Standards, presented by Ethan Henley, Director of Undergraduate Admissions.

- v. ACA-5: Revised UWF Regulation 3.032 Undergraduate Admission Standards, presented by Ethan Henley.
 - vi. ACA-6: Revised UWF Regulation 3.033 Transfer of Credit, presented by Ethan Henley.
 - ii. The information item was as follows:
 - i. INFO-1: Update on Reaffirmation of Accreditation with SACSCOC, presented by Dr. Angela Bryan, Director of Institutional Effectiveness & SACSCOC Liaison.
 - b. Trustee White explained that the Academic Affairs Committee recommended approval of all action items by the full Board of Trustees at the March 7, 2024, meeting.
2. Audit and Compliance Committee
- a. Chair Lewis called on Trustee Dick Baker to give the Audit and Compliance Committee Report. Trustee Baker explained that the Audit and Compliance Committee met on Thursday, February 15, 2024, via Zoom Webinar. The committee had five action items and two information items on their agenda.
 - i. The action items were as follows:
 - i. AUD-1: Acceptance of Internal Audit Reports, presented by Cindy Talbert, Chief Audit Executive.
 - ii. AUD-2: Acceptance of PCard Quarter 2 Audit Report, presented by Cindy Talbert.
 - iii. AUD-3: Acceptance of FIHMC Audited Financial Statements, presented by Cindy Talbert.
 - iv. AUD-4: Acceptance of WUWF-FM Audited Financial Statements, presented by Cindy Talbert.
 - v. AUD-5: Acceptance of UWF Foundation Audited Financial Statements, presented by Cindy Talbert.
 - ii. The information items were as follows:
 - i. INFO-1: Internal Auditing and Management Consulting Update, presented by Cindy Talbert.
 - ii. INFO-2: Update on the activities of the Office of Compliance & Ethics, presented by Matthew Packard.
 - b. Trustee Baker explained that the Audit and Compliance Committee recommended approval of all action items by the full Board of Trustees at the March 7, 2024, meeting.
3. Finance, Facilities, and Operations Committee
- a. Chair Lewis called on Trustee Jill Singer to give the Finance, Facilities, and Operations Committee Report. Trustee Singer

explained that the Finance, Facilities, and Operations Committee met on Thursday, February 15, 2024, via Zoom Webinar. The committee had three action items and two information items on their agenda.

- i. The action items were as follows:
 - i. FFO-1: Transfer of Southsides Residence Halls, presented by Betsy Bowers, Vice President of Finance and Administration.
 - ii. FFO-2: Revised UWF Regulation 4.002 Waiver of Tuition and Fees, presented by Jeffrey Djerlek, Associate Vice President & University Controller.
 - iii. FFO-3: Carryforward Spending Plan & Fixed Capital Outlay Budget, presented by Jeffrey Djerlek.
- ii. The information items were as follows:
 - i. INFO-1: Update on FY2023/24 Current Modified Operating Budget, presented by Jeffrey Djerlek.
 - ii. INFO-2: Major Facilities Construction Update, presented by Chris Martin, Assistant Vice President of Facilities Management.
- b. Trustee Singer explained that the Finance, Facilities, and Operations Committee recommended approval of all action items by the full Board of Trustees at the March 7, 2024, meeting.

4. Student Affairs Committee

- a. Chair Lewis called on Trustee Alonzie Scott to give the Student Affairs Committee Report. Trustee Scott explained that the Student Affairs Committee met on Thursday, February 15, 2024, via Zoom Webinar. The committee had one action item and one information item on their agenda.
 - i. The action item was as follows:
 - i. STU-1: Revised UWF Regulation 3.010 Student Code of Conduct, presented by Dr. Mary Anderson, Associate Vice President and Dean of Students.
 - ii. The information item was as follows:
 - i. INFO-1: Civil Discourse Update, presented by Aurora Osborn, Interim Director of the Office of Campus Culture and Access.
- b. Trustee Scott explained that the Student Affairs Committee recommended approval of the action item by the full Board of Trustees at the March 7, 2024, meeting.

D. Direct Support Organization Reports

1. UWF Business Enterprises, Inc. Report

- a. Chair Lewis called on Trustee Dick Baker to give the Business Enterprises, Inc. Report. Trustee Baker provided an overview of BEI's finances, current activities, and plans for the organization.
- 2. UWF Foundation, Inc. Report
 - a. Chair Lewis called on Trustee Dick Baker to give the Foundation report. Trustee Baker provided updates from University Advancement and from the UWF Alumni Association. Trustee Baker reviewed recent gifts made to the University. Trustee Baker also reported on the Foundation Board and committee activities.
- 3. UWF Historic Trust, Inc. Report
 - a. Chair Lewis presented the UWF Historic Trust report to the board. Chair Lewis provided a summary of the January 22, 2024, UWF Historic Trust board meeting and provided information on the organization's events and activities.

VII. Unfinished Business

A. Consent Agenda

- 1. Chair Lewis noted there were fourteen items on the consent agenda.
 - a. ACA-1: Tenure as a Condition of Employment
 - b. ACA-2: Request to Reduce Program Hours to 120
 - c. ACA-3: Request to Terminate Academic Degree Program
 - d. ACA-5: Revised UWF Regulation 3.032 Undergraduate Admission Standards
 - e. ACA-6: Revised UWF Regulation 3.033 Transfer of Credit
 - f. AUD-1: Acceptance of Internal Audit Reports
 - g. AUD-2: Acceptance of PCard Quarter 2 Audit Report
 - h. AUD-3: Acceptance of FIHMC Audited Financial Statements
 - i. AUD-4: Acceptance of WUWF-FM Audited Financial Statements
 - j. AUD-5: Acceptance of UWF Foundation Audited Financial Statements
 - k. FFO-1: Transfer of Southsides Residence Halls
 - l. FFO-2: Revised UWF Regulation 4.002 Waiver of Tuition and Fees
 - m. FFO-3: Carryforward Spending Plan & Fixed Capital Outlay Budget
 - n. STU-1: Revised UWF Regulation 3.010 Student Code of Conduct
- 2. Chair Lewis informed the Trustees that they may pull any individual item from the consent agenda below for further review, if needed. Chair Lewis explained that each item was fully discussed during the committee meetings and all of the recommendations of the committees reflect the proposed action provided within the agenda.

Chair Lewis asked if there were any requests to pull any consent agenda items for further discussion. There were no requests.

3. Chair Lewis asked for a motion for the Board to approve and adopt the recommendations of the Academic Affairs; Audit and Compliance; Finance, Facilities, and Operations; and Student Affairs Committees made during their meetings with respect to the matters set forth on the consent agenda?
 - a. Motion by: Trustee Baker
 - b. Seconded by: Trustee Scott
 - c. Motion passed unanimously.

VIII. New Business

A. Action Items

1. BOT-1: UWF Mission Statement
 - a. The first action item was presented by President Dr. Martha Saunders.
 - b. Chair Lewis asked for a motion to approve the UWF Mission Statement.
 - i. Motion by: Trustee Singer
 - ii. Seconded by: Trustee Scott
 - iii. Motion passed unanimously.
2. BOT-2: Approve Naming Opportunity
 - a. The second action item was presented by Howard Reddy, Vice President of University Advancement.
 - b. Chair Lewis asked for motion to approve the recommendation of the President to name the following two programs: James E. Miller Bachelor of Computer Science and James E. Miller Master of Computer Science.
 - i. Motion by: Trustee Baker
 - ii. Seconded by: Trustee White
 - iii. Motion passed unanimously.
3. BOT-3: Revised UWF Regulation 3.001 Admissions Standards
 - a. The third action item was presented by Ethan Henley, Director of Undergraduate Admissions.
 - b. Chair Lewis asked for motion to approve revisions to UWF Regulation 3.001, Admissions Standards for First Time in College Student Applicants as presented.
 - i. Motion by: Trustee Singer
 - ii. Seconded by: Trustee White
 - iii. Motion passed unanimously.

4. BOT-4: UWF BOT Meeting Dates 2024-2025
 - a. Chair Lewis presented the fourth action item on the proposed 2024-2025 BOT meeting dates.
 - b. Chair Lewis asked for motion to approve the 2024-2025 Board of Trustees meeting dates as presented.
 - i. Motion by: Trustee Scott
 - ii. Seconded by: Trustee Singer
 - iii. Motion passed unanimously.
5. BOT-5: UWF 2024 Accountability Plan
 - a. The fifth action item was presented by Provost, Dr. Jaromy Kuhl
 - b. Chair Lewis asked for motion to approve the UWF 2024 Accountability Plan.
 - i. Motion by: Trustee White
 - ii. Seconded by: Trustee Baker
 - iii. Motion passed unanimously.

B. Information Item:

1. INFO-1: Predictive Analytics and Modeling (PAM) Lab
 - a. Provost, Dr. Jaromy Kuhl provided an overview of the Predictive Analytics and Modeling (PAM) Lab.

IX. Announcements

- A. Chair Lewis identified that all agenda items had been discussed. Chair Lewis reminded the board of the upcoming Board of Trustee meetings. Chair Lewis then asked if the board members had any additional business to discuss. No other business was discussed.

X. Adjournment

11:13 a.m.

- A. Chair Lewis thanked those in attendance for their participation. With no other business to discuss, Chair Lewis adjourned the meeting at 11:13 a.m.