



**Board of Trustees**  
UNIVERSITY of WEST FLORIDA

**Academic Affairs Committee Meeting**  
**Thursday, February 12, 2026**  
**Zoom Webinar**

[Zoom Webinar](#) | Passcode: 047421

**Members: Chair Adam Kissel, Edward Fleming, Heather Riddell**

**Agenda**

- I. Call to Order**
- II. Roll Call**
- III. Greeting**
- IV. Public Comment**
- V. Approval of Minutes**
  - a. [November 13, 2025](#): Committee Meeting Minutes
- VI. New Business**
  - a. Action Items
    - i. [ACA-1](#): New Material and Supply (M&S) and Equipment Fees in Mechanical Engineering
  - b. Information Items
    - i. [INFO-1](#): Accreditation Update
- VII. Good of the Order**
- VIII. Adjournment**

**Academic Affairs Committee  
November 13, 2025  
Zoom  
DRAFT Minutes**

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**Table of Contents**

Committee Meeting ..... 1

    I. Call to Order ..... 1

    II. Roll Call ..... 2

    III. Greeting..... 2

    IV. Public Comment ..... 2

    V. Approval of Minutes..... 2

    VI. New Business..... 3

        A. Action Items ..... 3

            1. ACA-1: Request to Remove Exception to 120 Credit Hours ..... 3

            2. ACA-2: Degree Program Termination BS Interdisciplinary Sciences ..... 3

        B. Information Items ..... 3

            1. INFO-1: Programs in Development..... 3

            2. INFO-2: Program Reviews ..... 3

    VII. Good of the Order ..... 4

    VIII. Adjournment..... 4

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**Committee Meeting**

**9:57 a.m.**

The public was provided with information on the UWF Board of Trustees website to attend this public meeting virtually through Zoom Webinar.

**I. Call to Order**

- A. The meeting of the UWF Board of Trustees Academic Affairs Committee was called to order at 9:57 a.m. by Committee Chair Adam Kissel.

## II. Roll Call

A. Chair Kissel asked Anna Lochas to conduct roll call. Trustees Adam Kissel, Edward Fleming, and Heather Riddell were in attendance virtually.

B. Other Trustees in attendance included:

1. Paul Bailey, Dick Baker, Trista Bennett, Rebecca Matthews, Rachel Moya, Ashley Ross, Alonzie Scott, Zack Smith, and Chris Young were in attendance virtually.

C. Others in attendance included:

1. Manny Diaz, Jr., Interim President; Jaromy Kuhl, Senior Vice President and Provost; Clifford Humphrey, Chief of Staff and Vice President of Strategic Initiatives; Tori Bennett, Interim Vice President of University Advancement; Betsy Bowers, Vice President of Finance and Administration; Dan Lucas, Interim Vice President of Finance and Administration; Mary Anderson, Interim Vice President and Dean of Students for Academic Engagement and Student Affairs; Dave Scott, Associate Vice President for Athletics; Jamie Sprague, Senior Associate VP, Human Resources; Julie Sheppard, Interim General Counsel; Cass Boatwright, Assistant Vice President and Chief Operating Officer; Anamarie Mixson, Assistant Vice President for the Office of the President; Alex Smith, Director of External Affairs; David Bryant, Chief Audit Executive; Matt Packard, Chief Compliance Officer; Dallas Snider, Vice Provost; Jeffrey Djerlek, Senior Associate Vice President and Controller; James Adams, Executive Director, Business & Auxiliary Services; Patrice Moorner, Assistant Vice President, Office of Academic Advocacy and Graduation Success; Angela Bryan, Director of Institutional Effectiveness; Katie Condon, Assistant Vice President, Enrollment Affairs; Mohamed Khabou, Dean of Hal Marcus College of Science and Engineering; Anna Lochas, Director of Events; and Kristie Johnson, Board of Trustees Liaison.

## III. Greeting

A. Trustee Kissel welcomed all in attendance and informed them there were two action items and two information items on the Academic Affairs Committee Meeting agenda.

## IV. Public Comment

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

## V. Approval of Minutes

A. Chair Kissel reminded the committee members that they had been given the opportunity ahead of time to review the minutes of the August 14, 2025, Academic Affairs Committee Meeting. Chair Kissel asked for a

motion to approve the minutes as presented if there were no changes or corrections.

1. Motion by: Trustee Riddell
2. Seconded by: Trustee Kissel
3. Motion passed unanimously.

## VI. New Business

### A. Action Items

1. ACA-1: Request to Remove Exception to 120 Credit Hours
  - a. The first action item was presented by Dr. Dallas Snider, Vice Provost, a Request to Remove an Exception to 120 hours.
  - b. Chair Kissel asked for a motion to approve the Request to Remove Exception to 120 Credit Hours for the Bachelor of Science in Computer Engineering, the Bachelor of Science in Electrical Engineering, and the Bachelor of Science in Mechanical Engineering.
    - i. Motion by: Trustee Riddell
    - ii. Seconded by: Trustee Fleming
    - iii. Motion passed unanimously.
2. ACA-2: Degree Program Termination BS Interdisciplinary Sciences
  - a. Dr. Snider presented the second action item on the Program Termination BS Interdisciplinary Sciences.
  - b. Chair Kissel asked for a motion to motion to terminate the academic degree program – B.S. in Interdisciplinary Sciences.
    - i. Motion by: Trustee Riddell
    - ii. Seconded by: Trustee Fleming
    - iii. Motion passed unanimously.
    - iv.

### B. Information Items

1. INFO-1: Programs in Development
  - a. Dr. Snider presented the information item on the Programs in Development. Two new programs of study have been developed within existing degree programs: Art Education specialization under the BA in Art and History Education specialization under the BA in History.
2. INFO-2: Program Reviews

- a. Dr. Snider presented an update on the process of program reviews.

**VII. Good of the Order**

- A. Chair Kissel identified that all agenda items had been discussed. Chair Kissel asked if the committee members had any additional business to discuss. No other business was discussed.

**VIII. Adjournment**

**10:17 a.m.**

- A. Chair Kissel thanked those in attendance for their participation. With no other business to discuss, Chair Kissel adjourned the meeting at 10:17 a.m.

**Board of Trustees  
Academic Affairs Committee  
February 12, 2026**

**New Material and Supply (M&S) and Equipment Fees in Mechanical Engineering**

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**Recommended Action:**

Approval of new M&S and Equipment Fees proposed by the Department of Mechanical Engineering.

**Background Information:**

Florida Statute 1009.24 (14) (i) and (p) and (20), authorizes each university Board of Trustees (BOT) to establish fees to offset the cost of material and supplies and to replace equipment used in specific courses.

The Department of Mechanical Engineering implemented the Bachelor of Science in Mechanical Engineering in Fall 2016, with an initial headcount enrollment of 27. This well-established program has grown over the last 9 years and most recently saw a headcount of 433 for Fall 2025. To date, no M&S or Equipment Fees have been collected from students for this degree program. To help offset the direct cost of running the labs, the Department is requesting that material and supply and equipment fees be charged in the amount of \$48 and \$50 per student for the following courses.

Course	Title	Proposed M&S Fee	Proposed Equipment Fee
EGN 2911L	Sophomore Design I	\$48	
EGN 2912L	Sophomore Design II	\$48	
EGN 3913L	Junior Design I	\$48	
EGN 3914L	Junior Design II	\$48	
EML3016L	Thermal Systems Lab		\$50
EML3172L	Mechanics of Materials Lab		\$50

**Implementation Plan:**

If approved by the Board of Trustees, this item will be posted for 28 days and brought before the full board for action at the April 2026 meeting. The fees would be assessed beginning Fall 2026.

**Fiscal Implications:**

The new fees will help recover approximately half of the annual cost of the materials (annual cost of approximately \$32,000) and provide funding to replace some of the equipment required for operation of the labs. The cost estimates for the equipment include the lifespan for each equipment item.

**Relevant Authority:**

FL Statute 1009.24 (14)(i) and (p), material and supplies and equipment fees, respectively.

**Supports Strategic Direction(s):**

6: Operational Excellence

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**Supporting Documents:**

None

**Prepared by:**

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**Presenter:**

Jaromy Kuhl, Senior Vice President and Provost

**Board of Trustees  
Academic Affairs Committee  
February 12, 2026**

## Accreditation Update

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**Recommended Action:**

None: Information Only

**Background Information:**

Consistent with section 1008.47, Florida Statutes, each institution shall seek and take action to establish and maintain institutional accreditation with an agency or association recognized by the United States Department of Education. (BOG Regulation 3.006 Accreditation (2)(a))

September 18, 2025: The UWF Board of Trustees approved a request for the university to seek accreditation with the Higher Learning Commission (HLC). Following the approval of this request, UWF sought a Reasonable Cause to Change Accreditors determination from the US Department of Education.

September 30, 2025: UWF received notification that the US Department of Education determined that UWF had established reasonable cause to change its institutional accrediting agency to HLC.

December 7, 2025: The SACSCOC Board of Trustees voted to reaffirm accreditation for UWF. This reaffirmation of accreditation is valid through 2035.

January 2026: UWF submitted an application for the Accelerated Process for Initial Accreditation with HLC. HLC reviewed UWF's application and supporting documents and affirmed that UWF may proceed to the Preliminary Peer Review step of the process on January 16, 2026. The Accelerated Process for Initial Accreditation is a multi-step process that includes multiple submissions, peer reviews, and an on-site visit. UWF anticipates receiving initial accreditation with HLC in late 2027 or early 2028.

UWF is expected to maintain a favorable accreditation status with SACSCOC through regular annual and substantive change reporting until UWF receives initial accreditation with HLC.

**Implementation Plan:**

1. UWF anticipates submission of Step 2 Preliminary Peer Review materials later in 2026.
2. Upon approval of the Preliminary Peer Review, UWF anticipates submission of Step 3 Comprehensive Evaluation for Initial Accreditation materials in 2027 with a site visit scheduled as part of this step.
3. Once UWF receives initial accreditation by the HLC Board of Trustees, UWF must notify the US Department of Education of the new accreditor.

**Fiscal Implications:**

FY 2025-26 Estimates

\$5,000 Application fee paid to HLC in January 2026.

FY 2026-27 Estimates

\$10,000 Preliminary Peer Review fee due to HLC.

FY 2027-28 Estimates

\$14,550 in fees due to HLC + travel expenses.

**Relevant Authority:**

BOG Regulation 3.006 Accreditation

Florida Statutes 1008.47

**Supports Strategic Direction(s):**

- 1.1 Provide high impact educational and co-curricular learning experiences that inspire, engage, and prepare students to become knowledgeable citizens and successful in their careers and lives.
  - 5.3 Establish UWF as a desirable destination for educational, cultural, recreational, and professional events in the community.
  - 6.3 Assure accountability of operations and outcomes to appropriate internal and external stakeholders.
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**Supporting Documents:**

None.

**Prepared by:**

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**Presenter:**

Dr. Dallas Snider, Vice Provost