



**Academic Affairs Committee  
August 14, 2025  
UWF Conference Center  
Minutes**

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**Committee Meeting**

**9:04 a.m.**

The public was provided with information on the UWF Board of Trustees website to attend 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 Academic Affairs Committee was called to order at 9:04 a.m. by Committee Chair Adam Kissel.

**II. Roll Call**

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

B. Other Trustees in attendance included:

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

C. Others in attendance included:

1. Manny Diaz, Jr., Interim President; Jaromy Kuhl, Senior Vice President and Provost; Howard Reddy, Vice President of University Advancement; Betsy Bowers, Vice President of Finance and Administration; Mary Anderson, Interim Vice President and Dean of Students for Academic Engagement and Student Affairs; Clifford Humphrey, Chief of Staff and Vice President of Strategic Initiatives; Dave Scott, Associate Vice President for Athletics; Jamie Sprague, Chief Human Resource Officer; Julie Sheppard, Interim General Counsel; Anamarie Mixson, Assistant Vice President for the Office of the President; Abigail Megginson, Director, Government Relations; Alex Smith, Director of External Affairs; David Bryant, Chief Audit Executive; Matt Packard, Chief Compliance Officer; Dallas Snider, Vice Provost; Mohamed Khabou, Dean of Hal Marcus College of Science and Engineering; Allison Schwartz, Director of Undergraduate Research; Cass Boatwright, Director of Procurement and Contracts; and Anna Lochas, Board of Trustees Liaison.

**III. Greeting**

A. Chair Kissel welcomed everyone to the meeting and noted that there were five action items and one information item on the Academic Affairs Committee 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 May 8, 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: Tenure as a Condition of Employment
  - a. The first action item was presented by Provost, Dr. Jaromy Kuhl on Tenure as a Condition of Employment.
  - b. Chair Kissel asked for a motion to approve Tenure as a Condition of Employment for Dr. Muhammad Maqbool and Dr. Jeremy Straub.
    - i. Motion by: Trustee Riddell
    - ii. Seconded by: Trustee Kissel
    - iii. Motion passed unanimously.
2. ACA-2: UWF BOT Academic Affairs Committee Charter Revisions
  - a. Dr. Kuhl presented the second action item on the revisions to the Academic Affairs Committee Charter.
  - b. Chair Kissel asked for a motion to approve the revisions to the UWF Board of Trustees Academic Affairs Committee Charter.
    - i. Motion by: Trustee Riddell
    - ii. Seconded by: Trustee Kissel
    - iii. Motion passed unanimously.
3. ACA-3: General Education Course Offerings
  - a. Vice Provost, Dr. Dallas Snider presented the third action item on the General Education Course Offerings list.
  - b. Chair Kissel asked for a motion to approve the list of general education course offerings effective Fall 2026.
    - i. Motion by: Trustee Riddell
    - ii. Seconded by: Trustee Kissel
    - iii. Motion passed unanimously.
4. ACA-4: 2024-2025 UWF Institutes and Centers Annual Report
  - a. Dr. Kuhl presented the fourth action item on the 2024-2025 UWF Institutes and Centers Annual Report.

- b. Chair Kissel asked for a motion to approve the 2024-2025 UWF Institutes and Centers Annual Report.
  - i. Motion by: Trustee Riddell
  - ii. Seconded by: Trustee Kissel
  - iii. Motion passed unanimously.
- 5. ACA-5: 2025 UWF Textbook & Instructional Materials Affordability Annual Report
  - a. Dr. Snider presented the final action item on the 2025 UWF Textbook and Instructional Materials Affordability Annual Report.
  - b. Chair Kissel asked for a motion to approve the 2025 UWF Textbook and Instructional Materials Affordability Annual Report.
    - i. Motion by: Trustee Riddell
    - ii. Seconded by: Trustee Kissel
    - iii. Motion passed unanimously.

**B. Information Item**

- 1. INFO-1: Summary of Degree and Course Program Changes
  - a. Dr. Snider presented the information item on the Summary of Degree and Course Program Changes.

**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**

**9:35 a.m.**

- A. Chair Kissel thanked those in attendance for their participation. With no other business to discuss, Chair Kissel adjourned the meeting at 9:35 a.m.