# **MINUTES**

**Trustees Present**:Annie Egan**,** Wilfredo Gonzalez, Adam Hollingsworth, Kevin Hyde, Sharon Wamble-King, Radha Pyati

## Item 1 - Call to Order

Sharon Wamble-King, Chair, called the meeting to order at 11:00 a.m. and recognized a quorum present.

## Item 2 – Approval of Draft January 11, 2018 Minutes

Chair Wamble-King presented the draft minutes of the January 11, 2018 and the November 29, 2017 committee meetings to the committee and offered the opportunity for comments/questions from the members. Upon receiving none, she asked for a motion for approval. The motion was unanimously carried to accept the minutes as presented.

## Item 3 - Public Comments

There were no requests for public comment.

## Item 4 - Review Draft Quarterly Report

Chair Wamble-King introduced the first agenda item which continues the committee’s January discussion of regular reports to the Board, perhaps quarterly, to provide the board with institutional performance data of relevance. She then asked Vice President Owen to discuss progress on this initiative.

Ms. Owen gave a brief review of the January discussion during which the committee reviewed the quarterly reports prepared for the FGCU trustees, and after which staff was to create a UNF reporting template to ultimately include data to inform progress on the six areas of focus previously identified and approved by the board for the new president.

Ms. Owen suggested a template from which the Board would get consistent and complete reporting on all six areas of focus, as well as additional data determined to be

## Item 4 - Review Draft Quarterly Report (continued)

relevant. Ms. Owen introduced Dr. Jay Coleman and Ms. Abby Wilcox to review a draft report covering student data.

Dr. Coleman started with the formatting and style of the draft and pointed out the consistent use of bar charts throughout. He said that he can change it up in any fashion the Board desires. Is it too much information or too little information? He warned that

this report could easily get to 50 – 70 pages. If the Board would prefer a more streamlined report, he can go in that direction.

The entire Board then engaged in a vigorous discussion of the quarterly report. It was determined that this draft was more in line with an annual report rather than a quarterly report. The quarterly report should focus more on changes in those things that are the drivers that impact student success. Other thoughts included that some of the drivers do not change quarterly, so that the subject of each quarterly report could be rotated. The report should include both numerical data and an explanation of why there are changes in the numbers, for better or worse. The fundamental issues that affect the trajectory of the University is what the Board needs to see. Discussion also centered around the need to look at the university from a higher level and not get down to the management level.

Ms. Owen wrapped up the discussion by asking the Board to please review the draft quarterly report and provide additional feedback.

## Item 5 - Board Effectiveness

Chair Wamble-King asked Dr. Shawn Brayton to address the committee regarding board evaluation. Dr. Brayton said that reaccreditation is now underway and the new SACS requirements include board evaluation. She noted that she last addressed this issue in June because changes in the SACS principles were anticipated. Dr. Brayton distributed the newly published SACS guidelines on board effectiveness. The University will be submitting its compliance report in September. In November, the offsite review team will review the report and provide feedback. After that, a more

## Item 5 - Board Effectiveness (continued)

focused report will be produced. The University needs to be in compliance with all requirements by April 1, 2019. SACS is not prescriptive; priorities are to be identified. Relevant questions would include, “How does UNF articulate to SACS what we expect of ourselves?” Dr. Brayton stated that the university will need to present evidence. We should follow their guidance including their questions to consider in the handout for the evaluation process. Dr. Brayton said that she heard the Board was considering an AGB presentation and thought that was an excellent idea. Chair Wamble-King said that the Board does want to engage with the AGB and have them present a workshop to the Board, perhaps in the fall.

### Engagement Opportunities

Chair Wamble-King asked that Ms. Owen discuss upcoming engagement opportunities with the Board of Governors. Ms. Owen first reminded the committee that they wanted the Trustees to build relationships with members of the BOG. She asked the members to review the BOG meeting itinerary as the BOG will meet on our campus at the end of March. Beginning on March 27, the BOG will hold all their meetings in this ballroom just as we hold the BOT meetings. She said that on Wednesday evening there will be a welcome reception to be held in the Lufrano Gallery. All BOG members usually attend, and it is a great opportunity to engage with them. Beginning at 9:15 a.m. until noon on Thursday, March 29, the BOG will hold its regular meeting. Sometime during that timeframe, Chair Hyde will make a presentation about the search and how Dr. Szymanski was chosen and then Dr. Szymanski will make some brief remarks. Ms. Owen encouraged members of the board and presidential search committee to attend the confirmation and interact with the BOG. Trustee Pyati warmly invited all Board members to Thursday morning’s breakfast, which begins at 7:30 a.m. It will be with the BOG members and the Faculty Association Presidents and because the BOG is meeting on the UNF campus, Dr. Pyati is hosting.

## Item 6 – Transition Plan

Chair Wamble-King said that a future item for the next meeting will include transition plans and how this board can help with the transition. She then thanked Dr. Coleman and Dr. Brayton for their informative presentations.

## Item 7 – Adjournment

There being no further business, the meeting was adjourned at 2:47 p.m.