# MINUTES

**Members Present**

Thomas Beaucham, Tom Bryan, Doug Burnett, Annie Egan, Wilfredo Gonzalez, Adam Hollingsworth, Kevin Hyde, Paul McElroy, Radha Pyati, Hans Tanzler, and Sharon Wamble-King

**Members Absent (excused)**

Stephen Joost and Oscar Munoz

## Item 1 Call to Order

Vice Chair Hyde recognized a quorum and called the meeting to order at 1:22 p.m.

## Item 2 President’s Report

President Delaney commented on the presentation from the Academic and Affairs Committee on Retention, Progression and Graduation and how it tied in with Dr. Coleman’s earlier presentation on Performance Based Metrics. He also discussed the opportunity for offering college classes in downtown Jacksonville.

## Item 3 Legislative Update

Vice President Janet Owen presented an update on the 2018 Legislative Session, which opened on Tuesday, January 9th.

A major highlight of Opening Day was the special recognition Senate President Joe Negron gave UNF student Ryan Aponte during his Opening Day Address. Mr. Aponte, a UNF junior from New York City who moved to Florida with his family when he was eight years old, was recognized by President Negron for receiving the top Bright Futures Scholarship award, which because of funding from the 2017 legislative session now covers 100% of tuition and fees, a $300 book stipend and is available for the summer term. Ryan is pursuing a career as a nurse, following in his mother’s footsteps. He is an accomplished runner and an active member of the Swoop Squad, the highly trained student tour guide group in Enrollment Services.

## Item 3 Legislative Update (continued)

Ms. Owen described the issues contained in the 2018 version of the Florida Excellence in Higher Education Act, now pending in the legislature. Vice Chair Hyde asked Ms. Owen to provide more information on details of the current

proposal and requirements for implementing block tuition. There are currently three proposals, each backed by a group of the state universities, which the Board of Governors staff are reviewing in an effort to assist university boards of trustees who may have to approve a block tuition policy for their institution as early as February, before final legislation is passed and acted upon by Governor Scott.

## Item 4 Chair’s Report

Vice Chair Hyde provided the Board with an update on actions taken to date in response to Governor Scott’s December 20, 2017 letter encouraging connection and communication among the four institutions of higher education in Jacksonville. Vice Chair Hyde reported that he and Karen Bowling, chair of the Board of Trustees of Florida State College at Jacksonville (“FSCJ”), have met to discuss how the UNF Board and FSCJ Board can most efficiently work together. They agreed to work together to host a lunch with the chairs of the Boards of Trustees of Jacksonville University (“JU”), FSCJ, Edward Waters College (“EWC”) and UNF. Additionally, they plan to convene a joint meeting with the UNF and FSCJ Boards of Trustees and to engage with the boards of JU and EWC. Vice Chair Hyde responded to the Governor with this information by letter dated December 22, 2017.

President Delaney commented that UNF has always had a healthy relationship with FSCJ, and our other local sister institutions.

Vice Chair Hyde then provided an update on the Presidential Search. He noted that Board members had a packet in front of them which included: the Search Timeline, the Agenda for the January 18th Search Committee meeting; the Search Committee interview schedule for semi-finalists (scheduled for February 6 and 7); the template for Presidential Finalist Interviews (scheduled for February 11 – 15); a draft Board Meeting Agenda for February 16; Emerging Themes from the Presidential Search On Line Survey; and Setting a Strategic Course for the University of North Florida. Vice Chair Hyde reminded the Board that the executive search firm would be providing its next monthly search update on

## Item 4 Chair’s Report (continued)

January 18 at 11 a.m., to be followed by a meeting of the Search Committee. He encouraged Board members to call in for the January 18th search update to stay

abreast of the search. Vice Chair Hyde reminded the Board that January 31st is a key date, as this is the final deadline for applications. Other key dates include February 1, which is the date the Presidential Search Committee will screen the applicant pool and identify approximately 8 – 10 candidates to invite for initial 75 minute interviews. The Presidential Search Committee is scheduled to conduct these interviews on

February 6 and 7. On February 7, immediately following the conclusion of the semi-finalist interviews and following public comment, the Search Committee will recommend at least 3 finalists to the Board for on-campus visits. Vice Chair Hyde reminded the Board that the both the applicant screening on February 1 and the initial interviews on February 6 and 7 are the responsibility of the Presidential Search Committee. And while Board member are encouraged to attend all three meetings, the Board should give deference to the Search Committee during and throughout their work sessions and deliberations.

On campus interviews are scheduled to begin on February 11th and to conclude on February 15th. Vice Chair Hyde walked the Board through the proposed schedule for on campus visits with a focus on the Board’s time with each candidate. This includes lunch with each candidate from 12:10 p.m. to 1:10 p.m. followed by a formal interview from 1:15 p.m. – 2:45 p.m. Additionally, he noted that small group dinners will be arranged for each candidate and their spouse, if they are traveling with a spouse. Each dinner will include one Board member and his/her spouse. He asked Board members to contact Vice President Stone if they are interested in attending a dinner with a candidate.

The Board then moved into a review of the draft February 16th Meeting Agenda. Vice Chair Hyde noted that the draft Agenda includes time for Board members

to individually review feedback from on campus visits, and for the Board to speak again with each finalist, hear public comment, deliberate and select the president-elect. There was consensus that the February 16th conversation with each finalist would be scheduled via teleconference.

The Board agreed to meet on February 9th at noon to discuss interview questions for finalists as well as other search related matters, as necessary. Trustee

## Item 4 Chair’s Report (continued)

Hollingsworth suggested that Board members come prepared with possible interview questions or submit questions in advance so that the Board will have a

common framework from which to begin its discussion of questions. Vice Chair Hyde agreed and asked Trustee Hollingsworth to take the lead in developing a straw man proposal for Board discussion. Board members were asked to send proposed interview question to Vice President Stone. Trustee Hyde reminded everyone that it is possible that many of the Board’s questions would be similar to those of the Search Committee.

The Board then moved into a discussion of other search issues. Trustee Hollingsworth noted that he believes it’s important that the Board rely on our search firm, Parker Executive Search, to provide direction on schedules, interactions with candidates and other matters, based on their extensive experience and professional expertise. The Board agreed that the Board and staff would be guided by the search firm and rely on their professional judgement as

we move into this critical phase of the process. The Board further agreed that Vice President Stone would serve as the point of contact with the search firm for any questions that Board members or staff might have. Additionally, the Board deferred to Vice President Stone the discretionary and logistical matters related to the search and that do not impact the material decision making responsibilities of the Board. Board members were asked to contact Vice President Stone with questions that may arise.

Vice President Ashton then addressed media relations related to the search. She noted that on February 7th, the Spinnaker plans to livestream public comments and Search Committee deliberations related to the selection of finalists. Vice President Ashton also expects the Spinnaker to livestream some of the on campus interview sessions. She further anticipates media coverage by the

Florida Times Union and other media outlets. The Board decided that all media inquiries should be directed to Vice Chair Hyde.

## Item 5 Open Comments

Vice Chair Hyde offered the opportunity for public comment. No comments were made.

## Item 6 Actions Item(s) for the Board of Trustees

### Item A AFSCME Collective Bargaining Agreement

Vice Chair Hyde introduced Mr. Leonard Carson, special labor counsel to the university, (via phone) to provide a summary of the agreement. Mr. Carson stated that the AFSCME bargaining unit voted unanimously on January 5 to approve the most recently negotiated collective bargaining agreement. The significant items are as follows:

1. This is a three (3) year agreement from July 1, 2016-June 30, 2019.
2. There are reopeners in the second and third year of the agreement.
3. The University agrees not to amend or implement any current or proposed rule or regulation related to wages, hours, or terms and conditions of employment until the union has been notified and

given the opportunity to discuss the same. (This is a requirement of law).

1. AFSCME has the right to use the UNF campus mail and e-mail system to fulfill its statutory responsibilities under the collective bargaining law.
2. The composition of the AFSCME bargaining committee has been clarified to avoid any University shop from being shorthanded during negotiations.
3. The contact confirms that there is no pay increase for the 2016-17 year. The parties will return to the table after ratification to negotiate a pay increase for 2017-18.
4. The language regarding supplemental pay for certification was clarified. The employee must have supervisory approval prior to starting any certification program. An employee can receive only one 5% salary increase for a certification program once every rolling year. The certification pay will continue only as long as the employee maintains the certification and/or continues to perform the same duties.
5. The work week was established as Saturday through Friday.

## Item 6 Actions Item(s) for the Board of Trustees (continued)

### Item A AFSCME Collective Bargaining Agreement (continued)

1. Overtime is paid for hours worked in excess of 40 in a work week.

Trustee Burnett made a motion for approval and Trustee Pyati seconded the motion. All approved.

### Item B Election of Chair to replace Joy Korman

Trustee Gonzalez made a motion to nominate Trustee Kevin Hyde and Trustee Wamble-King seconded the motion. All approved.

### Item C Election of Vice Chair

Trustee Pyati made a motion to nominate Trustee Sharon Wamble King and Trustee Gonzalez seconded the motion. Trustee Burnett nominated Trustee Tom

Bryan; however, Trustee Bryan declined. Therefore, Trustee Wamble-King was voted unanimously as Vice Chair.

## Item 7 Consent Agenda

Vice Chair Hyde presented the following items on the consent agenda for approval:

* Retreat draft minutes, Sept. 23, 2017
* Plenary session draft minutes, Oct. 24, 2017
* Special Board of Trustees draft minutes, Nov. 28, 2017
* Special Board of Trustees draft minutes, Dec. 9, 2017
* New Academic Program Proposal, Department of Psychology, Bachelor of Science in Behavioral Neuroscience degree
* Amended Regulation 9.0010R – Purpose and Scope
* Parking System Bonds, Series 1998

## Item 8 Committee Reports

Academic and Student Affairs CommitteeTrustee Hollingsworth asked the Board to review the PowerPoint on RPG, and that it was to the university’s credit that money continues to be invested in those programs. Also, he commented on the increase in students who are taking advantage of advisory session. In closing, Trustee Hollingsworth said the presentation was a nice compliment to the discussion Dr. Coleman presented on performance based funding metrics during the workshop.

Finance and Facilities Committee Trustee Tanzler reported that the committee approved the amended regulation 9.0010R parking regulation and the parking system bonds, series 1998. A report was presented by Vice President Shuman on the Capital Projects Quarterly Report and Change Orders, Quarterly Budget Report and Treasurer’s Report. Vice President Shuman also presented information on the status of Block Tuition Legislation.

Audit and Compliance CommitteeTrustee McElroy reported on the presentations from Vice President Shuman, which included Independent Accountant’s Report on Applying Agreed-Upon Procedures – Intercollegiate Athletics Program OCR Complaint Regarding Web Accessibility. Julia Hann, Director of Internal Auditing, provided a status update of all audits in progress. Joann Campbell, Associate Vice President and Compliance Officer, provided a compliance update. Jeff Durfee, Director of IT Networking, presented reports on IT Security Update and Florida Department of Law Enforcement Audit and Background Checks.

Governance CommitteeTrustee Wamble-King reported the committee presented a follow up from the December 9th meeting regarding presidential evaluation and compensation. The committee also discussed the best practices for professional development and engagement opportunities during the 2018 legislative session.

## Item 9 Report(s) to the Board of Trustees

### Item A Discussion on Committee Appointments

Chair Hyde asked each Board member to review the four committees and rate their preferences 1 through 4 so that each committee has adequate number of members, especially for voting purposes and to balance out the committees.

Trustee Hollingsworth suggested that the Chair of each committee should be given the opportunity to review the agenda before it is made final and posted on the website for public notice.

### Item B Discussion on Overall Meeting Schedule

Chair Hyde discussed the option to change our meeting schedule so that our committees are held together with the full Board being present instead of breaking out into individual committees. This would allow the Board to come together and the opportunity to hear about each committee’s agenda rather than

receiving updates from the committee’s chairs during the plenary session. All agreed and the new meeting schedule will take place at the March 15th meeting.

## Item 10 Adjournment

Chair Hyde adjourned the Plenary session at 3:26 p.m.