Chairman Lutgert convened the meeting of the University Board of Trustees in the Sprint Room of the Whitaker Building on the Florida Gulf Coast University Campus at 8:30 a.m., October 25, 2001 with the following members present:

Larry Hart
Renee Lee
Bernard Lester
David Lucas
Scott Lutgert
Gerri Moll
Harry Moon
Edward A. Morton
Jerry Starkey
Linda Taylor
Michael Villalobos
Magali Solimano

Brian Cobb – Excused

Members of the staff present were:

William C. Merwin, President
Dr. James Koch, Consultant
Susan Evans, Special Assistant to the President
Brad Bartel, Provost
Curtis Bullock, Vice President, Administrative Services
John Crowley, Vice President, Advancement

1. **Call to Order & Chair’s Remarks**

   Chairman Lutgert called the meeting to order and stated he hoped the Board could accomplish its work in a one-day session. He reported on a meeting he and President Merwin attended with the Governor and other Board Chairs last week in Tallahassee.
2. **President’s Report (Appendix A)**

President Merwin stated that these were the best of times and the worst of times for FGCU. He updated Board members regarding the status of the Special Session of the Florida Legislature to include the anticipated budget shortfalls. President Merwin reviewed the actions he has taken at Florida Gulf Coast University which include, a hiring freeze, suspension of promotions, out-of-cycle pay increases and other special pay increases. He placed a freeze on the annual 2.5% raise for those individuals receiving $90,000 and above. In addition, he placed a strong limit on travel and an 8% reduction in operating budgets. President Merwin reported on a variety of additional items that can be reviewed in Appendix A. President Merwin answered questions from Board members regarding these items.

Trustee Solimano stated that she believed they would be able to bring a Judicial Review Committee recommendation to the Board of Trustees by the January meeting.

President Merwin announced that anyone in the audience who wished to speak to any of the action items on today’s agenda should see Kathy Bottoms and fill out the form required for public input. He also stated that anyone wishing to address the Trustees at a future meeting should submit a request 21 days in advance of the meeting to the President describing their purpose.

John Crowley reported on The Matching Gift Program. President Merwin thanked John Crowley for his excellent service to the University as he prepares to depart for Eckerd College as their Advancement Vice President. He announced that Dr. Tom Healy has agreed to step in as Interim Vice President for Advancement.

Chairman Lutgert agreed to add the WGCU Signature Authority item to the action items on the agenda.

President Merwin introduced Duncan McBride, Associate Vice President of Administrative Services to outline the Board of Trustees Information Systems (BOTIS) (Appendix B). Provost Bartel pointed out that some of these graphs relate to fiscal years, some relate academic year and some to calendar year. Also, some of these variables do not change quarterly, they change at different intervals. President Merwin asked that Board members review this Report and let him know if there are other types of information that need to be included in the BOTIS.

Chairman Lutgert asked for information regarding the University’s market share of students over time and information regarding the demand side from students over time.
3. **Trustee Orientation – Dr. James Koch (Appendix C)**

   President Merwin introduced Dr. Koch who is here today to discuss Government Relations, academic responsibilities, fiduciary responsibilities and evaluating and compensating the President. After his presentation, Dr. Koch answered questions presented by various Trustees.

   Mr. Whitesman will investigate how other Boards evaluate their presidents without breaking the Sunshine Law and will report back to Board members.

4. **FGCU Budget Overview – Curtis Bullock, Vice President for Administrative Services (Appendix D)**

   Chairman Lutgert stated the Board might wish to consider a lobbying effort with our Southwest Florida Legislative Delegation, Legislative Leadership and staff regarding the impact budget cuts will have on the University. Curtis Bullock stated that we could argue that we have fallen below 3000 FTE in funding because we continue to experience reductions with no offsetting increases and therefore we have less total dollars than we had to put into academic programs.

   The meeting recessed until 1:15 p.m.

   Chairman Lutgert stated that unless there is an objection he plans to hold the Committee’s meetings simultaneously at the next Board meeting in order to save time. There was no objection to this suggestion. He turned the meeting over to Chair Renee Lee.

5. **Academic/Student Affairs Committee Meeting (Includes Public Input) – Committee Chair Renee Lee**

   Trustee Lee introduced Committee members, Trustee Gerri Moll, Trustee Larry Hart, Trustee Magali Solimano, Trustee Michael Villalobos, as well as Chairman Lutgert. Trustee Linda Taylor is also a member of this Committee.

   Trustee Lee introduced Provost Brad Bartel who reported on information regarding Trustee Villalobos’ request regarding accreditation.

   Provost Bartel reported on the Feasibility Study done by Dr. Rick Bower relating to a possible ROTC Program on campus. Provost Bartel reported that due to the lack of critical mass of students, it is not possible to conduct a ROTC Program at this time, however, we will continue to actively pursue the possibility of such a program.
Provost Bartel reported that a new tradition has begun on campus. We plan to hold an American Heritage Day in February near President’s Day each year. Details will follow regarding this event. On November 9, we are holding a multi-media event on campus regarding the tragedy of September 11.

Provost Bartel announced that the Long Range Planning Committee would meet on November 14. This Committee is composed of the Board’s Vice Chair, Linda Taylor, some faculty, alumni of the University, and administrators. There will be a meeting of this Committee in the spring as well. Trustee Villalobos recommended and it was agreed, that another Foundation Board member serve on this Committee as well.

Provost Bartel reported on the concept of market share of students at Florida Gulf Coast University. Provost Bartel asked for direction from the Board members regarding how they would like the market share information computed. He recommended that we look at the four-year private universities and the State universities as the market. Mr. Lucas asked if we are able to get an idea of how many of the total students are qualified to come to FGCU. Provost Bartel felt this might be possible using the yield rate per year. Chairman Lutgert asked if a report on market share information prior to 1999 could be compiled so that we have an historical perspective of the University’s market share. Provost Bartel will provide a full report on our Graduate Programs at a future meeting.

**Action Items:**

Provost Bartel reported that President Merwin established a Committee to include student representatives to make a recommendation to the President regarding Student Fees. This Committee recommends and President Merwin also recommends, that the current Athletic Fee be increased by $.40 per credit hour, and that the current Activity & Service Fee be increased by $.15 per credit hour. Carl McAloose presented a copy of the Athletics Department Budget for 2001-2002, 2003-2004 and thanked students for their support.

Trustee Moll moved for recommendation to the full Board for approval of the student fee increases as proposed. Motion was seconded by Trustee Hart. Motion carried unanimously.

Provost Bartel presented the proposal for permission to offer a Bachelor of Arts Degree in Political Science with the assistance of Dr. Roger Green. Trustee Hart moved for recommendation to the full Board for approval of this new degree program in Political Science. Trustee Moll seconded the motion. Motion carried unanimously.

Provost Bartel presented the proposal for permission to offer a Bachelor of Arts Degree in Liberal Studies with Major in Communications with the assistance
of Dr. Maria Roca. Trustee Hart moved for recommendation to the full Board for approval of this new degree program in Communications. Trustee Moll seconded the motion. Motion carried unanimously.

Provost Bartel presented the proposal for permission to offer a new Bachelor of Science Degree in Legal Studies with the assistance of Dr. Pam Seay. Trustee Hart moved for recommendation to the full Board for approval of this new degree program in Legal Studies. Trustee Villalobos seconded the motion. Motion carried unanimously.

Trustee Taylor requested a report on market share information on the current programs we have and where we plan to be in these areas in the future. Provost Bartel will provide this information. Trustee Starkey requested that we look at headcount by declared degree as well as by college. Provost Bartel will provide this information.

Trustee Lutgert requested that a copy of the long-term plan for new degree programs for the University be shared with the Board of Trustees. Provost Bartel does have this information and will present this as part of the Long Range Planning Committee materials.

The meeting recessed for a five-minute break.

6. Finance & Administration Committee Meeting (Includes Public Input) – Committee Chair Bernie Lester

Chairman Lutgert recommended using a Consent Agenda format for future meetings so the Board can focus on critical matters before them. There was no objection to this format change.

Chairman Lutgert turned the meeting over to Trustee Lester, Chair of Finance and Administration. Trustee Lester stated they would reverse the order and take the action items first. He introduced Curtis Bullock, Vice President, Administrative Services, who presented the action items addressed by the Committee.

Action Items

Curtis Bullock reviewed the revised versions of the Corporate Seal with Board members. Trustee Starkey moved to recommend approval of the revised Corporate Seal to the full Board. Trustee Lucas seconded the motion. Motion carried unanimously.

Curtis Bullock requested support from Committee members regarding three items:
a). The Florida Gulf Coast University Foundation Board of Directors is requesting legislative authorization for revenue bonding to construct Phase V of student housing. Trustee Lucas moved to recommend approval to request legislative authorization for revenue bonding to construct Phase V of student housing to the full Board. Trustee Morton seconded the motion. Motion carried unanimously.

b). Florida Gulf Coast University is requesting authority to place items on the Alec. P. Courtelis Facility Enhancement Challenge Grant Program List for funding by the 2002 Legislature. These include The Health Education Center and The Botanical Garden Laboratory. Motion was made by Trustee Lucas to recommend approval to the full Board to place these items on the Alec. P. Courtelis Facility Enhancement Challenge Grant Program List. Trustee Morton seconded the motion. Motion carried unanimously.

c). Florida Gulf Coast University is requesting operating funding for the Aquatic Center from the 2002 Legislature. Motion was made by Trustee Morton to recommend to the full Board approval to request operating funding for the Aquatic Center from the 2002 Legislature. Motion was seconded by Trustee Moon. Motion carried unanimously.

Curtis Bullock reported that the Florida Gulf Coast University Foundation Board of Directors would be entering into a lease agreement for space to serve as a Naples Center for the University. Board members discussed various aspects related to this lease agreement.

Curtis Bullock reported that the Florida Gulf Coast University Foundation Board of Directors is proceeding to finance and construct Phase IV of student housing on campus. This action will create an additional 288 student residence beds beginning fall term 2003.

Curtis Bullock reported that after legal staff review as to whether a liability insurance policy is needed for the Board, staff recommends that no such policy is needed, based on the fact that members of the Board are considered officers of the University and as such, their activities in performing the duties of the office are protected under the State’s sovereign immunity. Trustee Lester indicated that hearing no comment, the Committee accepts the staff’s recommendation.

Curtis Bullock referred Committee members to tab #12 which contains the President’s employment information to include initial appointment terms, salary and benefits, previous and current job descriptions, and professional background/experience.

Curtis Bullock reviewed campus security with Board members based on recent world events.
Trustee Lutgert requested the Board take up the action items planned for the Friday portion of the meeting. There was no objection to this action.

Trustee Lutgert asked to entertain a motion for the items under Academic and Student Affairs Committee and Finance and Administration Committee be put on a consent agenda. Motion to approve was made by Trustee Moon. Motion was seconded by Trustee Villalobos. Motion carried unanimously.

Trustee Lutgert asked for a motion to approve the consent agenda items. Motion to approve was made by Trustee Moll. Motion was seconded by Trustee Lucas. Motion carried unanimously.

7. Minutes of September 20 & 21, 2001 Meeting

Chairman Lutgert asked for a motion for approval of the Minutes of September 20-21, 2001. Motion was made to approve by Trustee Moon. Motion was seconded by Trustee Morton. Trustee Lee asked that the Minutes of future meetings be streamlined. Board members agreed that they would make special requests for items they wished to be noted in the Minutes and asked that the Minutes contain primarily motions and summaries of discussions. Trustee Taylor asked for one correction on page 11 under Dr. Koch’s report, second paragraph, and the last sentence. She would like the words “meet frequently” replaced by “could meet with each other.” This correction is part of Trustee Moon’s motion. Motion carried unanimously.

8. Revised “Interim Practices and Procedures”

Trustee Lutgert asked that the Board review the Practices and Procedures Policy as revised. Trustee Taylor asked that a correction be made to page five. Trustee Solimano recommended that under Committees B., the second sentence where it says “academic functions”, we add “student”. A motion was made for approval with this change by Trustee Taylor. Motion was seconded by Trustee Moll. Motion carried unanimously.

9. Signature Authority for FCC and Corporation for Public Broadcasting

Trustee Lutgert presented one additional item authorizing President Merwin or his designee with signature authority for FCC and Corporation for Public Broadcasting documents related to the University’s public broadcast television and radio stations. The Resolution is as follows:

October 25, 2001

The Florida Gulf Coast University Board of Trustees delegates to the Florida Gulf Coast University President or his designee signature authority for official FCC, Corporation for Public Broadcasting, and other documents necessary for the operation of the University's public broadcast television and radio stations (WGCU-Television and WGCU-Radio).
Approved by the Florida Gulf Coast University Board of Trustees on this 25th day of
October, 2001, and indicated as such in official minutes of this day's regular meeting of
the Board of Trustees, and attested to by signature of the Chair of the Board of Trustees.

__________________________
Scott Lutgert
Chair, Florida Gulf Coast University Board of Trustees

President Merwin stated he needed to send to the FCC this Resolution that is before the
Board. Motion was made to approve this Resolution by Trustee Taylor. Motion was
seconded by Trustee Moll. Motion carried unanimously.

The meeting recessed for five minutes.

10. President’s Accountability

Trustee Lutgert asked President Merwin to discuss The President’s
Accountability. A copy of a PowerPoint presentation (Appendix E) was distributed to
Board members. President Merwin described this as an effort to give the Board
something by which to evaluate his performance as President. After discussion with
Board members, Goal 1. Grow Student Enrollment was changed to 2350 projected for
the year 2001-02.

Chairman Lutgert thanked President Merwin and encouraged Board members to
advise President Merwin if they have any other goals or standards that they might think
are appropriate for this list.

11. Old Business/New Business

Chairman Lutgert asked if there was any old or new business that any Trustee
would like to bring before the Board at this time. Trustee Morton asked for an
explanation of the structure of the campus student newspaper. He asked if the paper
allowed all points of view to be heard through that newspaper. President Merwin
explained that this was a student-run newspaper comprised of campus student journalists.

Trustee Taylor requested the President’s Accountability Measures be included in
the January meeting agenda for any additional comments by Board members. Trustee
Taylor also reported that Susan Evans would distribute an article from the Journal of the
James Madison Institute that Mr. Taylor received at a recent State Council meeting. This
article is to encourage the support of the Florida Legislature to readdress having the
selection of university presidents outside the Sunshine Law.
Chairman Lutgert asked to waive the requirement for 21 days notice for public comment and take any public comment. Ms. Sue Buntic addressed Trustee Morton’s concerns regarding the student newspaper and stated the paper gives freedom for each view to be expressed.

12. Chair’s Closing Remarks

Chairman Lutgert thanked everyone for their participation in today’s meeting. He stated that the next meeting would be held on Thursday, January 17 only.

Motion was made by Trustee Moll to adjourn. Motion was seconded by Trustee Hart. Motion carried unanimously. The meeting adjourned at 5:00 p.m.
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FLORIDA GULF COAST UNIVERSITY
BOARD OF TRUSTEES MEETING
SPRINT ROOM/WHITAKER BUILDING – FGCU CAMPUS
OCTOBER 25, 2001

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