Chairman Lutgert convened the meeting of the University Board of Trustees in the WGCU Studio on the Florida Gulf Coast University Campus at 8:43 a.m., June 20, 2002 with the following members present:

Brian Cobb
Larry Hart
Renee Lee
Bernard Lester
Scott Lutgert
Gerri Moll
Harry Moon
Adam Ricciardiello
Linda Taylor via conference call
Michael Villalobos

Peg Gray-Vickrey – Non Voting Member

Members of the staff present were:

William Merwin, President
Brad Bartel, Provost
Curtis Bullock, Vice President, Administrative Services
Thomas Healy, Interim Vice President for Advancement
Susan Evans, Special Assistant to the President
Duncan McBride, Associate Vice President, Administrative Services
David Vazquez, Budget Director
Wendy Morris, General Counsel

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

Chairman Lutgert reminded the audience that if any member of the public wishes to speak to an agenda item during today’s meeting, please see Kathy Bottoms at the staff table to complete a speaking request card. He stated we are working from an Amended Agenda which was noticed as required by law and provided in advance to Trustees and the public. Also, the Board’s “Practices and Procedures” allow for meeting
participation via telephone conference call for Trustees if the need arises. Vice Chair Linda Taylor provided notification as required in the Board’s “Practices,” and is joining us by telephone from Atlanta. Chairman Lutgert welcomed Adam Ricciardiello to the Board. He then asked President Merwin to introduce the next two speakers.

2. Remarks from FGCU Faculty Senate – Dr. Sally Mayberry, Vice President

Dr. Sally Mayberry outlined the activities and accomplishments of the Faculty Senate at Florida Gulf Coast University.

3. Remarks from Student Government Association (SGA) – Adam Ricciardiello, President

Adam Ricciardiello outlined his vision and goals for the Student Government Association for the next year.

4. President’s Report

President Merwin welcomed new University General Counsel Wendy Morris. He thanked Trustee Moll for the gift announced during the FGCU Foundation Board meeting. Bank of America presented the University with a check for $175,000 at that meeting.

President Merwin reported that through the cooperative efforts of President Walker of Edison Community College he was pleased to announce the funding of the ECC/FGCU Joint Proposal by the Florida Board of Education. He introduced President Walker who thanked President Merwin for establishing and maintaining a good working relationship with Edison Community College.

President Merwin described the joint Proposal for AS-to-BS degree partnership in Public Services Management and Computer Technology to include an articulation advising program. He stated the Florida Board of Education made the decision on Tuesday to fund this program at $1 million. He urged the Board of Trustees to approve the degree programs presented on the Consent Agenda today contingent upon the appropriate levels of discussions with curriculum committees in the next few months.

President Merwin reported that we have spent a lot of time looking at the various models for charter schools to include a managed charter school and a development research school. He stated that he has hired Pat Riley to assist in the research and site visits and to begin the business plan and selection process sometime this fall. We would then come back to this Board and ask that this Development School be designated as a Charter School.

President Merwin thanked Dr. Tom Healy for his outstanding work this year as the University’s Lobbyist. Dr. Healy was able to persuade individuals at the
Florida Board of Education that with budget cuts we were no longer funded at 3000 FTE and the actual funding is at 2711. This means that once we achieve the 2711 mark, we will begin to receive the growth money from The Legislature. President Merwin reported that instead of the $1.8 million shortfall that we anticipated, he was pleased to say that we received a 3.6% increase.

President Merwin reported that the University does have a Mission Statement but that after five years it is a good time to review that Mission. There will be a special workshop meeting of the FGCU Board to review the Mission Statement on Monday, September 9 from 8:00 a.m. to noon. He announced that regretfully Dr. Joseph Ravelli, our Dean of Planning and Evaluation is retiring this summer and will not be able to participate in this Mission Workshop. He thanked Dr. Ravelli for shepherding the University through its first accreditation process.

President Merwin reported that we are officially opening our Charlotte Center and Ms. Pam Seay the former Chair of our Criminal Justice Department has been reassigned as Director of this Center. He thanked Trustee Taylor for the donation of furniture from Robb & Stuckey to the Naples Center.

5. **Legislative Report – Dr. Tom Healy, Assistant to the President for Government Relations**

   Dr. Healy reported on the School Code Rewrite Highlights (Appendix A) and the State Budget Highlights (Appendix B).


   Provost Bartel stated that we have been in the process of reevaluating our current Mission Statement for the last four months. He reported we would continue this process until the October Board meeting where we will hopefully be able to act upon a new Mission Statement for the University.

7. **Consent Agenda – Chair Scott Lutgert**

   Chairman Lutgert introduced the Consent Agenda to include: (1) the minutes of the Board’s April 4 meeting; (2) the minutes of the Board’s May 24 conference call meeting; (3) revisions to the Board’s “Practices & Procedures” as adopted at our April meeting; (4) the Bachelor of Science degree program in Public Services Management, and (5) the Bachelor of Science degree program in Computer Technology. Motion was made by Trustee Moll to approve the Consent Agenda. Motion was seconded by Trustee Lee. Motion carried unanimously.

8. **Academic/Student/Faculty Affairs Committee Meeting (Includes Public Input) – Committee Chair Renee Lee**
Trustee Lee called the Academic/Student/Faculty Affairs Committee to order. She asked Provost Bartel to present the concept of Peer Institutions (Appendix C). Action Items were as follows:

- Faculty Promotions (Appendix D) – Provost Bartel stated that this is one of the most important things we do at a University—to reward our faculty. A list of 13 faculty was recommended to the Board for promotion. A motion was made by Trustee Taylor to approve this list. Seconded by Trustee Villalobos. Motion carried unanimously.
- Family Resource Center (Appendix E) – Provost Bartel and Dr. Hudson Rogers, Associate Dean of the College of Business presented recommended fee increases to include a correction that the increases are on a weekly basis versus a biweekly. Motion was made by Trustee Villalobos to approve the recommended fee increases. Motion was seconded by Trustee Moll. Motion carried unanimously.
- Student Tuition Waivers (Appendix F) - Provost Bartel recommended approval of the current FGCU policy on Student Tuition Waivers. Motion was made by Trustee Moll to approve the policy on Student Tuition Waivers. Motion was seconded by Trustee Hart. Motion carried unanimously.
- New Degree Proposal: Environmental Science (Appendix G) – Provost Bartel introduced Dr. Win Everham who presented the new degree proposal. Motion was made by Trustee Moll to approve the proposed degree program for a Masters in Environmental Science. Motion was seconded by Trustee Hart. Motion carried unanimously.
- New Degree Proposal: Human Performance (Appendix H) – Dr. Bartel introduced Dr. Dennis Hunt who presented the new degree proposal. Motion was made by Trustee Moll to approve the proposed degree program for a Bachelors in Human Performance. Motion was seconded by Trustee Villalobos. Motion carried unanimously.

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

Trustee Lester called the Finance & Administration Committee to order. The first item was an information only item: Audit Report. Trustee Lester reported on the State Audit for the University completed for the calendar year 2001 and first quarter of this calendar year. Trustee Lester stated he met with President Merwin and the staff on this to see the preliminary findings. The State Auditor General and the University’s Auditor both emphasized that none of the findings dealt with any improper use of funds. There were some suggestions on how to improve operating procedures. The Auditor General will then issue the final report after meeting with University staff. The report will be available at the October meeting for any necessary action.

Trustee Lester introduced Curtis Bullock, Vice President of Administrative Services, to present the following action items.

Action Items:
- Differential Tuition – Curtis Bullock introduced Duncan McBride, Associate Vice President of Administrative Services to present the recommendation on Differential Tuition.(Appendix I). A motion was made by Trustee Ricciardiello to approve the
recommendation on Differential Tuition, with the amendment that the recommendation include that the additional $170,000 raised would be strictly used for retention. He also asked that the Committee President Merwin and Provost Bartel have agreed to form be comprised of one-half students to help plan and allocate those funds. Motion was seconded by Trustee Lee. Provost Bartel stated he would need the flexibility to use the funds raised in order to serve the new freshman students in instruction. He further stated that if he is locked in and unable to use this money for instruction, there would be a serious problem. Provost Bartel reported that the Committee is already in place and discussions have already started regarding proper use of the funds.

Trustee Lee amended the motion with the deletion of that portion designating the $170,000 be directed to retention. The amendment was seconded by Trustee Moll. Motion carried with one opposed. Trustee Lester stated that the motion was now on the floor as amended. Trustee Moll moved for approval of the motion. Motion was seconded by Trustee Cobb. Motion carried with one opposed.

- Parking Fees – Duncan McBride presented the recommendations to (1) approve the recommended increase in student/faculty/staff campus parking fee, and (2) approve promulgation of the associate Rule. Motion was made to approve the recommendations by Trustee Moll. Motion was seconded by Trustee Villalobos. Motion carried unanimously.

The Meeting adjourned for lunch at 12:05 p.m.

The Meeting reconvened at 12:55 p.m.

- Mr. Curtis Bullock introduced Budget Analyst, David Vazquez, to present the 2002-03 Operating Budget. (Appendix J) He requested approval of the Operating Budget and the delegated authority to the President to make changes as necessary when budget amendments are received from Tallahassee. A motion was made by Trustee Lee to approve the Operating Budget to include the delegation of authority for the President to make amendments as necessary. Motion was seconded by Trustee Hart. Trustee Cobb recommended the motion be amended to include that if these changes exceed 5%, they require approval by the Board. Trustee Lee accepted the amendment to the motion. Motion carried unanimously.

- Mr. Curtis Bullock requested approval to seek permission from the Legislature to bond Phase VI of University Housing. Motion was made by Trustee Moll to approve this recommendation. Motion was seconded by Trustee Moon. Motion carried unanimously.

- Mr. Curtis Bullock presented the 2002-2003 fixed capital outlay PECO and Facility Enhancement Challenge Grant Program appropriations by project, as follows: (1) Library Expansion - $7,500,000; (2) Classroom/Offices/Labs, Academic 5 - $2,000,000; (3) Teaching Gymnasium - $2,000,000, and (4) Health Education Center $1,000,000; and the 2003-2004 Five year Capital Improvement Plan (Appendix K). Motion was made by Trustee Moon to approve the 2002-2003 fixed capital outlay PECO and Facility
Enhancement Challenge Grant Program appropriations by project and the 2003-04 Five Year Capital Improvement Plan. Motion was seconded by Trustee Cobb. Motion carried unanimously.

- Provost Bartel presented a brochure to Trustees entitled “University Academy.” He stated we have worked with all of the five county high schools to develop applied thematic tracts within the high schools that align with our University.

10. President’s Performance Evaluation – Opening Remarks – Chair Scott Lutgert

Chairman Lutgert stated that as the governing entity for the University, this Board has Statutory responsibility and authority to employ the Institution’s Chief Executive Officer – the President. This includes conducting performance evaluations, as well as setting the terms of his compensation and employment contract. This Board asked its consultant, Dr. Jim Koch to assist in the evaluation process by conducting interviews regarding President Merwin’s performance. Dr. Koch has summarized the results of these interviews in a letter, which is included in the materials for the Board meeting. Chairman Lutgert introduced Dr. Koch to present his findings to the Board emphasizing that this is not an evaluation of the President, which is the Board’s responsibility. Subsequent to Dr. Koch’s report it is appropriate to have President Merwin report on the goals the Trustees set in January.

11. Presentation by Board Consultant – Dr. James Koch (Appendix L)

Dr. Koch stated that his summary was the result of contacting approximately 60 individuals. These included nearly all the members of the Board of Trustees, 25 members of faculty and staff, 10 students, 10 community members and a number of emails from individuals. He highlighted that the University does have in Dr. Merwin a strong, capable and successful President. He is energetic and responsive and enjoys very wide support. He stated he has done 50 of these evaluations over the years and he would place President Merwin in the top 10% of presidents that he has reviewed. Dr. Koch stated there are some suggestions individuals would like to see Dr. Merwin pursue increased interaction with the campus community and more discussions on the issues of the day. He reported that matters of Mission are very important on the minds of those individuals he interviewed. He stated there was concern regarding the relationship with Edison Community College and how the University relates to that organization. Dr. Koch stated that the issue of faculty loads arose during this process and in his report he carefully avoided the assertion that the faculty at FGCU are not properly loaded, but rather offered the official comparison data. He stated one reason might be the youth of the Institution and the lack of large classrooms.

Dr. Sally Mayberry stated the faculty is concerned primarily with Dr. Koch’s comments on page 5 of the report. She further stated that the concerns relate not to the evaluation of the President, but to the language used by Dr. Koch concerning the faculty. Dr. Mayberry stated that the faculty did not believe these comments were a true representation of faculty and the statements were inflammatory and misleading. In
response, Dr. Koch stated that the numbers are factual, but he was very careful not to reach any conclusions about workload and agreed that numbers do change.

Trustee Lee thanked President Merwin for his work in the community and especially for his work with Edison Community College. Trustee Moll stated she thought President Merwin has done a fantastic job of elevating the visibility, credibility and reputation of this Institution. Trustee Moon thanked Dr. Koch for his good work and complimented faculty for their commitment to the University. He also thanked President Merwin for his leadership. Chairman Lutgert stated that the faculty load statistic was a questionable one because it is based on class size. Trustee Lee agreed that the outside activities of faculty members include more work than simply that being done in the classroom. Trustee Ricciardiello stated that one of the things we pride ourselves on at FGCU is our small class size and the fact that professors are involved on so many different levels. Trustee Taylor stated she feels our faculty have a unique role in that they provide a great deal of fundraising and community outreach that may not be the case in other institutions.

12. **Response by University President – President Bill Merwin**

President Merwin reported on the Goals adopted by the Board of Trustees at their January meeting. (Appendix M)

13. **Discussion & Evaluation – FGCU Board of Trustees**

In response to Chairman Lutgert’s question, General Counsel Wendy Morris suggested that a formal resolution be prepared with regard to the President’s Evaluation. This would comply with requirements of the Florida Board of Education. Chairman Lutgert will take responsibility for the resolution preparation to include Dr. Koch’s report as a basis for that document.

Trustee Hart thanked President Merwin for his leadership and asked if the President was satisfied with his position with the University. President Merwin stated that while challenging, he enjoys his work with faculty, students, staff and the community. Trustee Villalobos thanked President Merwin for his outreach into the Hispanic community. Trustee Lester stated he feels we are fortunate to have President Merwin’s leadership during this time of growth. He stated that the President must continue to find time to mingle with the community as he has in the past. Trustee Taylor echoed these comments and stated she appreciated the way President Merwin is able to think out of the box and find creative solutions to problems and new challenges. She also stated that Debra Merwin is also a great asset to the University and as a team they represent the University extremely well. The Board and President Merwin recognized Susan Evans’ contribution to a smooth-running organization.

Chairman Lutgert requested authority from the Board to extend the President’s contract and sign an extended existing contract for a six month period. In the interim Trustee
Lester would have the opportunity to negotiate a new contract for the President for not less than two and possibly three years. When the new contract is enacted, it would be retroactive to June 30, 2002. Trustee Moon moved to approve the recommendation. Trustee Moll seconded that motion. Motion carried unanimously.

Trustee Taylor stated that this would be an opportunity for a review of special bonus situations for compensation packages. She also asked for a report on our FGCU Honors Program and to allow recent graduates the opportunity to make presentations to the Board about their experiences at Florida Gulf Coast University. Provost Bartel offered to expand on that idea and provide a more comprehensive presentation on honors programs.

Chairman Lutgert reminded Trustees of the special Mission Statement workshop and provided a preview of the October Board meeting. Seeing no old business or new business before the Board, Chairman Lutgert adjourned the meeting at 2:45 p.m.
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