Florida Gulf Coast University Board of Trustees
September 16, 2003

SUBJECT: Minutes of July 16, 2003 Meeting

PROPOSED BOARD ACTION

Approve minutes

BACKGROUND INFORMATION

The Florida Gulf Coast University Board of Trustees met by conference call on July 16, 2003. Minutes of the meeting were kept, as required by Florida law.

Supporting Documentation Included: Minutes of July 16, 2003 Meeting

Prepared by: Barbara Krell, Executive Assistant to the President

Legal Review by: N/A

Submitted by: President Bill Merwin
MINUTES
FLORIDA GULF COAST UNIVERSITY
SPECIAL BOARD OF TRUSTEES MEETING VIA CONFERENCE CALL
JULY 16, 2003, 10:00 A.M.

Chairman Lutgert convened the special meeting of the University Board of Trustees via conference call from the Student Union Ballroom at 10:00 a.m., July 16, 2003, with the following members present:

Scott Lutgert
Linda Taylor
Brian Cobb
Jeff Faramo
Peg Gray-Vickrey
Larry Hart
Renee Lee
Bernie Lester
David Lucas
Ed Morton
Jerry Starkey
Michael Villalobos
Ex-Officio Trustee Charles Idelson

Members of the staff present were:

William Merwin, President
Brad Bartel, Provost
Curtis Bullock, Vice President for Administrative Services
Steve Magiera, Interim Vice President for Advancement
Wendy Morris, General Counsel
Joe Shepard, Dean of Students
Susan Evans, Special Assistant to the President
Mary Reed, Sr. Administrative Assistant to the President
Kathy Bottoms, Administrative Assistant

1. Call to Order & Roll Call – Chair Scott Lutgert

   Chairman Lutgert greeted the trustees and thanked audience members for attending. He welcomed the new chairman of the Florida Gulf Coast University Foundation Board, Mr. Charles Idelson. Mr. Idelson
will serve as an Ex-Officio member of the Board of Trustees. Chairman Lutgert asked Ms Evans to take roll call, which is reflected above. Chairman Lutgert turned the meeting over to President Merwin for the “President’s Report”.

2. President’s Report – President Bill Merwin

The President joined Chairman Lutgert in welcoming Mr. Idelson as the ex-officio member of the board. He stated that most of the board members are aware that Dr. Bob Quatroche was forced to retire due to health reasons. In Dr. Quatroche’s absence, he has appointed Mr. Steve Magiera as Interim Vice President for Advancement. Mr. Magiera has extensive experience with the university. President Merwin also welcomed Dr. Joe Shepard as the new Vice President for Administrative Services. He stated that a national search was held and Dr. Shepard came out clearly as the most outstanding candidate. Mr. Bullock has been appointed to head our new direct support organization called the Florida Gulf Coast University Finance Corporation and Mr. Bullock will have the title of Assistant to the President. President Merwin announced that Dr. Vincent June, who was Associate Dean of Students, has been appointed as Dean of Students. He stated that most of the board members are aware that the NCAA approved our request for a waiver of two years of provisional membership. President Merwin announced that the Public Employee Relations Commission (PERC) notified us this week that a special election will be conducted August 5th through August 26th for the purpose of certifying AFSME (Association of Federal, State, County and Municipal Employees). This is a mail ballot and impacts approximately 130 of our employees.

3. Consent Agenda – Chair Scott Lutgert

Chairman Lutgert asked if there was a motion for approval of the Consent Agenda. A motion was made Trustee Taylor to approve the minutes as amended. Motion was seconded by Trustee Lee. Motion carried unanimously.

4. Finance & Administration Committee – Chair Bernie Lester

Chairman Lutgert turned the Committee Meeting over to Chair Lester. Chairman Lester brought the committee to order and asked Mr. Bullock to review the following action items:

- Tuition & Fee Rules (Appendix A) Mr. Bullock reviewed and answered board members questions regarding the request to approve amendments to Rule 6C107.001, Tuition Fees, and Rule 6C10-7.003, Special Fees, to establish the
2003-04 tuition and fee schedule. President Merwin suggested the board hold a special conference call meeting in November to handle a request by student government to consolidate parking decal and transportation fees into one fee. A motion was made by Trustee Lee to approve the permanent rule. Motion was seconded by Trustee Starkey. Motion carried with Trustee Faramo opposed.

- Emergency Tuition & Fee Rules (Appendix B) – A motion was made by Trustee Taylor to approve the emergency rules. Motion was seconded by Trustee Gray-Vickrey. Motion carried with Trustee Faramo opposed.

- State Matching Gifts Funding Priorities (Appendix C) – Chairman Lester introduced Mr. Mageria who reviewed the State Matching Gifts Funding Priorities with board members. Chairman Lutgert stated that because one of the gifts is from his company he would abstain from discussion and voting on this issue. Trustee Lester asked that the record show that he would also abstain from any discussion or voting on this matter. Trustee Taylor stated that she would also abstain from discussion or voting as she is involved in one of the gifts under discussion. A motion was made by Trustee Gray-Vickrey to approve the recommended order of the distribution of funds appropriated for the Major Gifts Trust Fund and the Alec P. Courtelis University Facility Enhancement Challenge Grant Program for 2003/2004. Motion was seconded by Trustee Hart. Motion carried unanimously.

- Financing & Construction of Student Housing Phase VI (Appendix D) – Mr. Bullock introduced the resolution requesting the University Board of Trustees approve the Florida Gulf Coast University Financing Corporation to issue bonds in an amount not to exceed $50,000,000 to refinance outstanding student housing debt and to finance additional costs for the construction of Phase VI student housing. A motion was made by Chairman Lutgert to adopt the resolution. Motion was seconded by Trustee Taylor. Motion carried unanimously.

- 2003-04 Fixed Capital Outlay Budget Request (Appendix E) – Mr. Bullock reviewed the Fixed Capital Outlay Budget Request with board members. This list must be submitted to the Florida Board of Education by August 1, 2003. A motion was made to approve the list by Trustee Taylor. Motion was seconded by Trustee Gray-Vickrey. Motion carried unanimously.

- Authority to Bond – Mr. Bullock stated that the university is required to request permission from the Legislature to
bond for Phase VII Housing in the amount of $25 million, a parking garage in the amount of $6 million, and possibly a building in the future research park in the amount of $5 million. This is permission only to bond. Once we meet the requirements of debt service, we will request approval of a resolution for specific projects. A motion was made to approve this request by Trustee Lucas. Motion was seconded by Trustee Starkey. Motion carried unanimously.

- **Operating Funds for Olympic Pool** – Mr. Bullock explained to Board members that Lee County gave the university money for the Olympic pool currently under construction. We had requested four times previously that the Legislature provide operating funds for this pool and we wish to ask one more time for those funds. A motion was made by Trustee Hart to approve the request for funds from the Legislature. Motion was seconded by Chairman Lutgert. Motion carried unanimously.

- **Holiday Observances (Appendix F)** – Mr. Bullock presented a revised list of University Holidays to include an additional four business days between Christmas Day and New Years Day. This list was recommended by the Staff Advisory Committee and a staff climate survey. A motion was made to approve the University Holiday Observances by Trustee Taylor. Motion was seconded by Trustee Gray-Vickrey. Motion carried unanimously.

- **Report of Expenditures & Budget (Appendix G)** – Chairman Lester stated this item is submitted for information only to board members. Mr. Bullock stated he has discussed this report with each member and hopes that the board’s questions are being answered sufficiently regarding the university’s expenditures and budget. Trustee Taylor and Trustee Lester suggested that the university summary be placed at the front of the report rather than the back.

Trustee Taylor commented that Mr. Bullock should be commended for his many years of service in developing a new university. President Merwin concurred and stated an appropriate celebration of his service would be forthcoming.

5. **Chair’s Closing Remarks – Chair Scott Lutgert**

Chairman Lutgert thanked the trustees, President Merwin and staff. He announced the next meeting would be Tuesday, September 16th. Meeting adjourned at 10:45 a.m.
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A. Tuition & Fee Rules
B. Emergency Tuition & Fees Rules
C. State Matching Gifts Funding Priorities
D. Financing & Construction of Student Housing Phase VI
E. 2003-04 Fixed Capital Outlay Budget Request
F. Holiday Observances
G. Report of Expenditures & Budget
Florida Gulf Coast University Board of Trustees  
September 16, 2003

SUBJECT:  Strategic Directives

_________________________________________________________

PROPOSED BOARD ACTION

Approval of Strategic Directives

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BACKGROUND INFORMATION

One of Dr. Bill Merwin’s initial actions taken as president of Florida Gulf Coast University was to develop a University-wide strategic plan, which was instituted in 2000. With the advent of the new governance structure the University community revisited its mission statement in a yearlong process, which was approved by the FGCU Board of Trustees in 2002.

Upon approval of the new mission statement the provost, along with the Long Range Planning Committee, began consideration of redefining the strategic directives for the University. This has been a yearlong process involving faculty through Faculty Senate, staff through Staff Advisory Council, and administrators through Executive Group and Deans Council.

Upon approval of these strategic directives each unit within the University will revise its action plans for how it will work toward and achieve each of these directives.

_________________________________________________________


Prepared by: Provost Brad Bartel

Legal Review by: August 26, 2003

Submitted by: President William Merwin and Provost Brad Bartel
Florida Gulf Coast University
Strategic Directives 2003-2008

**Strategic Directive 1: Student Recruitment**
Recruit and attract a diverse and academically-talented student body relative to the resources provided by the State of Florida.

**Strategic Directive 2: Student Success**
Retain and graduate the best undergraduate students from Florida and the nation by providing challenging and innovative approaches to learning and civic engagement. Foster the academic growth and professional development of the best graduate students in the region through applied master’s degrees, and recruit the best candidates from Florida and the nation for graduate work in selected programs.

**Strategic Directive 3: Academic Programs**
Promote nationally recognized undergraduate programs distinguished by student research and scholarship opportunities. Continue to develop applied master’s degrees appropriate for the region, and begin planning for doctoral programs aligned with state needs.

**Strategic Directive 4: Student Life**
Promote the intellectual, social, and character development of all students through quality teaching and advising, dedicated career preparation and placement, and active student life programs. FGCU will encourage community responsibility, foster a commitment to diversity, and advance ethical values in theory and practice.

**Strategic Directive 5: Research and Service**
Serve as an intellectual center for southwest Florida through research and community service, while contributing to the economic growth, life-long learning experiences, environmental sustainability, and cultural richness of the region.
Florida Gulf Coast University Board of Trustees  
September 16, 2003

SUBJECT: Signature Authority for Checks

PROPOSED BOARD ACTION

Revise approval for authorization to sign checks to pay the University's legal obligations.

BACKGROUND INFORMATION

Section 1011.42(7), Florida Statutes, requires that the Florida Gulf Coast University Board of Trustees “specifically designate and spread upon the minutes of the board the legal name and position title of any university employee authorized to sign checks to pay legal obligations of the university.” With the appointment of Joseph D. Shepard as Vice President of Administrative Services it is necessary to substitute Dr. Shepard for Curtis D. Bullock as an authorized signature for check.

Supporting Documentation Included: None

Prepared by: General Counsel Wendy Morris

Legal Review by: N/A

Submitted by: Vice President for Administrative Services Joe Shepard