Florida Gulf Coast University Board of Trustees  
January 20, 2004

SUBJECT: Minutes of November 20, 2003 Meeting

PROPOSED BOARD ACTION

Approve minutes

BACKGROUND INFORMATION

The Florida Gulf Coast University Board of Trustees met by conference call on November 20, 2003. Minutes of the meeting were kept, as required by Florida law.

Supporting Documentation Included: Minutes of November 20, 2003 Meeting

Prepared by: Barbara Krell, Executive Assistant to the President

Legal Review by: N/A

Submitted by: President Bill Merwin
Chairman Lutgert convened the special conference call meeting of the University Board of Trustees from the Student Union Ball Room at 10:00 a.m. November 20, 2003 with the following members present:

Via Telephone:  Present:  
Brian Cobb  Scott Lutgert  
Larry Hart  Donna Price Henry  
Bernie Lester  Jeff Faramo  
David Lucas  
Ed Morton  
Linda Taylor  
Michael Villalobos  
Charles Idelson Ex-Officio Trustee

Members of staff present were:

William Merwin, President  
Brad Bartel, Provost  
Joseph Shepard, Vice President for Administrative Services  
Wendy Morris, General Counsel  
Susan Evans, Special Assistant to the President  
Kathy Bottoms, Administrative Assistant  
Barbara Krell, Executive Assistant to the President

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

Chair Lutgert greeted the trustees and stated for the record that we are holding this meeting with members of the FGCU Board of Trustees by conference call. The meeting and agenda were duly noticed as required by law, and members of the public and media were invited to join us in the Student Union Ballroom, where this meeting is originating. As required by law, minutes of this meeting are being taken as with our in-person meetings, and these minutes will be part of the January 2004 Board meeting agenda for approval. Chair Lutgert stated that if there were any members of
the audience who wish to make brief public comment on the agenda items, should see Ms. Bottoms to complete a Speaking Request Form.

Ms. Evans called the roll with members present as listed above. Chairman Lutgert turned the meeting over to President Merwin for the President’s Report.

2. President’s Report – President Bill Merwin

President Merwin reported that he and Dr. Healy have been meeting with members of the Southwest Florida Legislative Delegation since last September. Discussions have centered around critical need for growth funding during the 2004 legislative session and also matching facilities funds for the resort and hospitality management classroom building. He stated that the Southwest Florida Chamber of Commerce has given us great support for these issues.

President Merwin stated that he has authorized Provost Bartel to move forward with the hiring of twenty-seven (27) new faculty and staff for next year. We are anticipating another three hundred in student growth bringing our total FTE over 3,700 for the coming year. These positions will be funded out of non-recurring dollars.

President Merwin reported that he is also moving forward with a Salary Equity Adjustment for our faculty, A&P and USPS employees. Over the last year and a half, we have been informed by nearly all our faculty through various climate surveys that our salaries have been falling further behind our peer groups. President Merwin stated he made the decision to move forward based on the fact that our revenue collections are up. He reported that we would be spending approximately $600,000 beginning in January to make adjustments to faculty, A&P, and USPS salaries. The goal is to bring individuals to at least 95% of the median salary. The $600,000 represents only one-half the year and becomes a $1.2 million expenditure next fall. President Merwin stated he feels this is something that we need to do because we are falling further behind and we don’t want to lose some of our best employees as a result.

President Merwin reported that Governor Bush recently convinced the Legislature to commit $320 million to act as an incentive for the Scripps Research Institute to relocate to South Florida. Scripps is moving sometime this year to West Palm
Beach. Florida Gulf Coast University, along with some of the other universities, wishes to become involved in this initiative. We will have our own research park and have begun our biotechnology undergraduate degree program. We think we are appropriately suited for some of the spin-offs that might occur from this move. He reported that on Monday of next week he and Dr. Randall Alberte, Director of our Biotechnology Program, would be visiting with some of the officials from the Scripps Institute in La Jolla, California to see if we can make our case.

President Merwin reported on the National Survey of Student Engagement (NSSE) results for Florida Gulf Coast University. This survey queries freshman and seniors about whether they feel their education has been worthwhile. President Merwin reported that Florida Gulf Coast University ranks no lower than the 85\textsuperscript{th} percentile and as high as the 99\textsuperscript{th} percentile on the five measures of quality of school. He stated that we believe this survey has validity and reliability and are very proud of our accomplishments in this instance.

President Merwin stated that last evening he attended the Tommy Howard Lecture Series along with 300 business people, faculty, students and staff at Grandezza Country Club. The event focused on the United States monetary policies and the types of changes within the federal government.

3. **Finance & Administration Committee Meeting – Chair Bernie Lester**

Chairman Lutgert stated that today we would convene the Administration and Finance Committee and take up the committee items. Prior to any votes, public comment will be heard on agenda items to which individuals have indicated they wish to speak. Following this public comment, we will vote on action items, and the vote outcome will constitute action by the entire Board. Chairman Lutgert stated there are no requests for public comment at this time. He called on Trustee Lester who is Chair of the Administration and Finance.

Chairman Lester introduced Item 2: Permanent Rule Change Tuition & Fees and Item 3: Emergency Rule Change – Tuition & Fees and indicated they are to be considered together. Chair Lutgert recognized Dr. Shepard who reviewed background information related to these agenda items. A motion was made by Vice Chair Taylor to approve these rule changes. Motion was
seconded by Trustee Faramo. Motion carried with one no vote by Trustee Price Henry.

Chairman Lester introduced Item 4: Permanent Rule Change – Parking and Item 5: Emergency Rule Change – Parking for consideration by the Board. Dr. Shepard provided background information regarding these two rule changes. A motion was made by Trustee Lucas to approve these rule changes. Motion was seconded by Chairman Lutgert. Motion carried unanimously.

Chairman Lester introduced Item 6: Revision to Florida Gulf Coast University Financing Corporation Articles of Incorporation. Dr. Shepard provided the background information regarding this item. A motion was made to approve this revision by Trustee Hart. Motion was seconded by Vice Chair Taylor. Motion carried unanimously.

Chairman Lester introduced Item 7: Revision to Florida Gulf Coast University Board of Trustee Bylaws. Dr. Bartel reviewed the background regarding this agenda item. A motion was made by Vice Chair Taylor to approve this revision. Motion was seconded by Chair Lutgert. Motion carried unanimously.

4. Consent Agenda - Chair Scott Lutgert

Chairman Lutgert asked if there was a motion to approve the Minutes of the September 16, 2003 meeting. A motion was made by Trustee Price Henry to approve the Minutes. Motion was seconded by Vice Chair Taylor. Motion carried unanimously.

President Merwin offered congratulations to Trustee Morton for the lifetime achievement award he will be receiving from Edison Community College.

5. Chair’s Closing Remarks – Chair Scott Lutgert

Chairman Lutgert thanked the trustees, President Merwin and staff and wished everyone a happy holiday season.

Meeting adjourned 10:35 a.m.
SUBJECT: New Degree Proposal: Bachelor of Science in Criminal Forensic Studies

PROPOSED BOARD ACTION

Approve new Bachelor of Science (BS) degree in Criminal Forensic Studies.

BACKGROUND INFORMATION

FGCU is requesting permission to offer a BS in Criminal Forensic Studies as described in the Executive Summary.

Supporting Documentation Included: (1) Memo from Provost, and (2) Executive Summary of Degree Program

Prepared by: Dr. Paul Snyder, Associate Vice President for Planning and Institutional Performance

Submitted by: Provost Brad Bartel
January 20, 2004

MEMORANDUM

TO: Renee Lee, Chair
   Academic/Student/Faculty Affairs Committee
   FGCU Board of Trustees

FROM: Brad Bartel
   Provost and Vice President for Academic Affairs

SUBJECT: Bachelor of Science in Criminal Forensic Studies

The theory and practice of criminal investigation have undergone dramatic change in recent years requiring specialized knowledge. Yet nationally there are few opportunities to pursue such a course of study. FGCU is proposing an innovative program that capitalizes on the strengths of its Division of Justice Studies to assist students and law enforcement personnel in the acquisition of requisite skills and expertise needed to successfully conduct criminal investigations. The current proposal has evolved from the existing criminal forensics concentration within the criminal justice program. The new program will realize the full potential of this emerging field. The blending of criminalistics, behavioral analysis, and Constitutional law is completely unique from other university forensics programs that focus on laboratory work and do not incorporate the legal and criminological aspects featured in the proposed program.

The university-wide Undergraduate Curriculum Team has approved the program.

Since the program is based upon existing faculty strengths and a solid foundation in the larger context of criminal justice and legal studies, resources for the program are already largely in place. Minimal enhancements to university library resources are needed to support the program, and the program will work in cooperation with existing law enforcement agencies for access to specialized laboratory equipment currently unavailable at FGCU. When resources permit, this equipment will be purchased by the university for the program. With solid support from the local community, I recommend approval of the B.S. in Criminal Forensic Studies.

BB:PS:sh
Executive Summary
New Program Proposal

Degree: Bachelor of Science (BS)

Major: Criminal Forensic Studies

College: Professional Studies

Division: Justice Studies

Program Description:

Criminal Forensic Studies provides students with skills requisite to the investigation of criminal offenses and the prosecution of criminal offenders. This curriculum integrates the theoretical perspectives of different disciplines pertaining to deviant and criminal behavior with the practice of identification, procurement, and presentation of evidence resulting from criminal activity. This curriculum assists law enforcement in the identification of the perpetrators of criminal conduct and the courtroom presentation of the evidence in accordance with the Constitutional guarantees of due process.

The proposed curriculum consists of 120 credit hours. During the first 60 credit hours, students complete general education prerequisites. The curriculum also includes 45 credit hours of coursework in the major, a senior seminar, and the University Colloquium.

The program will provide students and practitioners with skills otherwise unattainable in this geographical area of Florida. It is designed to provide students with advanced levels of knowledge in criminal investigation, to enhance their employment potential, and to provide regional law enforcement, judiciary, and corrections agencies with a pool of applicants with advanced knowledge. Specifically, students completing this course of study will be eligible to serve in capacities as Crime Scene Investigators, Medical Examiner Investigators, and Investigators of Abuse, Neglect, and Domestic Violence for public and private agencies. Graduates will be more readily qualified for federal law enforcement agencies. The blending of criminalistics, behavioral analysis, and Constitutional law is completely unique from other university forensics programs.

Implementation of the program is anticipated for fall 2004.
Consistency with FGCU’s Mission and Strategic Plan:

This program fulfills the FGCU mission as it “infuses the strengths of the traditional public university with innovation and learning-centered spirit, its chief aim being to fulfill the academic, cultural, social, and career expectations of its constituents” by offering an academic degree preparing students to be exceptional law enforcement personnel.

In addition, this program fulfills several goals stated in the mission, including pursuing academic excellence, embracing diversity in its students (as criminal justice is an increasingly diverse profession), nurturing community partnerships (with criminal justice agencies through internships, etc.), valuing public service (as law enforcement is a public service profession), and keeping the advancement of knowledge and pursuit of truth as noble ideals at the heart of the university’s purpose (by providing cutting edge education in a field that is beginning to require higher educational standards).

Need and Demand:

Law enforcement, as a field, is expected to continue to increase in the foreseeable future. In 2000, there were 834,000 police officers and detectives in the United States; 80% working in local jurisdictions, and the remaining in federal agencies. It was determined at that time that the “employment of police and detectives is expected to increase faster than the average for all occupations through 2010” ([www.bls.gov](http://www.bls.gov)). This prediction was prior to the terrorist attacks of September 11, 2001. The FBI alone announced plans in August 2002 to hire and train 4000 new agents before 2004.

Demonstrated need for well trained law enforcement officers is growing locally. As of September, 2003 the Collier County Sheriff reported 70 vacancies and that vacancies have been as high as 125. Further, upon the 2005 opening of the new Collier County Jail, an additional 200 vacancies are anticipated. As recently as May of 2003, there were 6 vacancies for Crime Scene Investigators on the Collier County Crime Scene Unit. This demand is also reflected in the willingness of local law enforcement to make their agencies available as internship sites and to share their laboratory facilities. The Lee County Sheriff’s Department employs 1100 people and reports continuous demand for new personnel.

Enrollment Projections:

It is projected that 10 part time and 20 fulltime students will be enrolled in the first year of implementation rising to 30 part-time and 50 full-time students in year five. These projections are based upon enrollment trends in the existing
Executive Summary: Criminal Forensics

forensics track of the criminal justice program and inquiries concerning the availability of the proposed program.

Resources:

Resources necessary to implement and sustain the Bachelor of Science in Criminal Forensic Studies during its initial years are largely in place. Two full-time faculty of the Division of Justice Studies will be principally assigned to this program and will be supported by other faculty of the Division. We are currently conducting national searches for two new faculty members associated with components of this new degree program. One is an assistant professor position in Criminal Justice, and the other is an instructor position in Law and Legal Studies. Library enhancements needed to launch the program are modest and available laboratory facilities and equipment will be augmented through cooperation with local community agencies. As enrollment in the program grows additional full-time faculty may be needed in the future.
Florida Gulf Coast University Board of Trustees
January 20, 2004

SUBJECT: New Degree Proposal: Bachelor of Social Work

PROPOSED BOARD ACTION

Approve new Bachelor of Social Work (BSW) degree.

BACKGROUND INFORMATION

FGCU is requesting permission to offer a BSW in Social Work as described in the Executive Summary.

Supporting Documentation Included: (1) Memo from Provost, and (2) Executive Summary of Degree Program

Prepared by: Dr. Paul Snyder, Associate Vice President for Planning and Institutional Performance

Submitted by: Provost Brad Bartel
January 20, 2004

MEMORANDUM

TO: Renee Lee, Chair
Academic/Student/Faculty Affairs Committee
FGCU Board of Trustees

FROM: Brad Bartel
Provost and Vice President for Academic Affairs

SUBJECT: Bachelor of Social Work (BSW)

From the inception of the university, the regional demand for an undergraduate program in social work has been recognized. However, the decision to pursue the BSW was deferred until such time as a critical mass of faculty and resources was present to achieve accreditation at both the undergraduate and graduate levels. Through the development of the MSW and the offering of an undergraduate degree in human services, FGCU has been able to build the necessary resources to offer both the BSW and MSW. The more focused nature of the BSW will allow the university to better satisfy the career aspirations of students and more readily meet the regional need for social work professionals. Consequently, students currently enrolled in the existing human services program will have the option of completing the human services curriculum or transitioning to the BSW, but the human services program will be phased out completely by summer of 2005. The university-wide Undergraduate Curriculum Team has approved the program.

The critical mass of faculty for this program is already in place. For the 2004-2005 academic year, we are adding a new program coordinator position for social work field placement as an integral part of the baccalaureate degree program. Additional incremental costs associated with the introduction of the BSW will be minimal. Library, space, and equipment needs are all adequate. Again, with solid support from the local community, I recommend approval of the BSW program.

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FLORIDA GULF COAST UNIVERSITY

Executive Summary
New Program Proposal

Degree: Bachelor of Social Work (BSW)
Major: Social Work
College: Professional Studies
Division: Social Work

Program Description:

The baccalaureate social work program will prepare students for generalist social work practice at a beginning professional level and to pursue graduate education in social work. It is a program that evolves from the existing human services program, which will be phased out over the next few years in favor of the more focused BSW program. Social work students, using an ecological and systems perspective, gain knowledge, skills, and values for empowering individuals, strengthening families and communities, and promoting a global civil society based on human rights, social and economic justice, and peace. Social workers use culturally based research and practice to effect individual and social change with culturally and socially diverse client systems, including individuals, families, groups, organizations and communities.

The proposed curriculum consists of 120 credit hours. During the first 60 hours, students complete general education and common prerequisite requirements. The curriculum also includes 54 hours of coursework in the major, a senior seminar, the University Colloquium, and a two-semester internship (total 500 hours). The undergraduate program complements, but does not duplicate, the FGCU graduate social work program and is designed to meet accreditation standards.

The curriculum is grounded in a liberal arts base that is focused around: (1) generalist social work practice, (2) social welfare policy and planning, (3) human behavior and the social environment, (4) research, and (5) field practicum. Throughout this curriculum, the issues of diversity, culturally competent practice, promotion of social and economic justice, empowerment-based practice with populations at risk, the values and ethics of social work, and the changing knowledge base for social work practice are integrated. Further, students’ preparation for practice in this complex, changing world is accomplished through the development and promotion of critical thinking skills.
Executive Summary: Bachelor of Social Work

Implementation of the program is anticipated for fall 2005.

Consistency with FGCU’s Mission and Strategic Plan:

Florida Gulf Coast University’s baccalaureate social work program goals are consistent with goals outlined in the Council on Social Work Education’s Educational Policy Statement. The goals of the profession are based on the values of service, social and economic justice, dignity and worth of the person, importance of human relationships, and integrity and competence in practice.

These goals are compatible with the University’s mission and strengths that emphasize an appreciation of diversity, service learning, technology, teaching, connected knowing and collaborative learning. Furthermore, social work was identified, as one of the needed degree programs in the initial needs assessment done for the establishment of the University.

Need and Demand:

The 2002 Florida Employment Forecast, Florida Agency for Workforce Innovation, Labor Market Statistics, projects an annual growth in the Florida Social Services industry at 4.42%, which will add 53,254 new jobs by 2009. This is the sixth fastest growing sector in Florida. Occupations officially classified as social work (BSW graduates often hold jobs not officially classified as social work) are also projected to increase 4.27% annually in Florida; adding over 2,000 new jobs each year. Furthermore, in the past ten years, at least three social work needs assessments have been done in the region. All these needs assessments indicated strong community support for a BSW Program.

Since its inception, the undergraduate human services program has grown rapidly from an enrollment of 28 (fall 1997) to over 100 (fall 2003). Further enrollment growth is expected when the BSW program is implemented.

Enrollment Projections:

It is projected at roughly 100 students in the first year rising to approximately 200 by the fifth year of operation. These projections are based upon enrollment trends in the human services program and projected student demand derived from surveys conducted by the Division of Social Work.

Resources:

Resources necessary to implement and sustain the BSW are already in place as a result of the ongoing MSW program and the human services program. For the 2004-2005 academic year, we are adding a new program coordinator position for
social work field placement as an integral part of the baccalaureate degree program.
SUBJECT: New Degree Proposal: Bachelor of Science in Community Health

PROPOSED BOARD ACTION

Approve new Bachelor of Science in Community Health degree.

BACKGROUND INFORMATION

FGCU is requesting permission to offer a BS in Community Health as described in the Executive Summary.

Supporting Documentation Included: (1) Memo from Provost, and (2) Executive Summary of Degree Program

Prepared by: Dr. Paul Snyder, Associate Vice President for Planning and Institutional Performance

Submitted by: Provost Brad Bartel
January 20, 2004

MEMORANDUM

TO:        Renee Lee, Chair
           Academic/Student/Faculty Affairs Committee
           FGCU Board of Trustees

FROM:      Brad Bartel
           Provost and Vice President for Academic Affairs

SUBJECT:   Bachelor of Science in Community Health (BS)

The challenges facing community health have never been greater: SARS, AIDS, and Diabetes are just some of the threats to our global community. One need only look at the current influenza epidemic to understand that the key to fighting such scourges rests in large measure upon an informed and proactive public: a population that understands health issues and actively participates in disease prevention. The proposed 120-credit hour Bachelor of Science degree in Community Health embraces this perspective and pursues its realization through a three-pronged approach: health education, community health services, and human occupations. Graduates of the program will be prepared to pursue opportunities with community health service providers, function as health educators, or pursue opportunities for graduate study in fields such as health science, public health, or occupational therapy.

The university-wide Undergraduate Curriculum Team has approved the program.

The proposed baccalaureate program maximizes the existing strengths and resources of the College of Health Professions, and therefore will require only minimal incremental expenditures related to library support. As enrollments grow, it may be necessary to consider hiring additional faculty in the coming years. The proposed program has the endorsement of the local health community, meets an important societal need, and will provide a variety of opportunities for students interested in pursuing careers in the health professions. I recommend approval of the BS in Community Health.

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Executive Summary
New Program Proposal

Degree: Bachelor of Science in Community Health
Major: Community Health
Concentrations: Community Health Education
Community Health Services
Human Occupations
College: Health Professions
Division: Department of Occupational Therapy

Program Description:

The Community Health curriculum is designed to prepare students to address health and wellness needs of individuals, groups, and communities. It responds to the state’s Healthy Communities, Healthy People Initiative that followed the Health Care Reform Act of 1992 intended to emphasize disease prevention as a long-range strategy for containing health costs. A choice of three concentrations with course requirements of 18 hours each are included in the 120-credit hour curriculum to promote multiple career opportunities for graduates of this program. During the first 60 hours, students complete general education and common prerequisite requirements. The curriculum also includes 27 credit hours in the major, 12 credit hours of College of Health Professions core requirements, the University Colloquium, and a capstone project in partnership with community agencies.

Community Health Education Concentration. Individuals who are interested in providing health education through organizations, such as local chapters of health-related associations, may pursue the undergraduate degree in Community Health with a concentration in Community Health Education. Graduates may elect to sit for the national examination leading to certification as a Health Education Specialist (CHES) and seek graduate education in the field. Students will complete service learning and a capstone project through the Kleist Health Education Center and other community settings that provide health education services.
Executive Summary: Community Health

Community Health Services Concentration. This concentration is appropriate for individuals who are interested in providing health and wellness services to individuals, groups, and communities to address physical and psychosocial concerns that impact functional independence in daily life. Students will also be prepared to fill various mid-level roles in community health agencies and seek graduate education in health sciences, mental health counseling, school counseling, or public health. Service learning experiences and a capstone project are completed within community settings that provide health and wellness services.

Human Occupations Concentration. This concentration provides the prerequisite coursework for a student who is interested in preparing to be a Registered Occupational Therapist (OTR). Graduates with a concentration in Human Occupations who meet the admission requirements will be eligible for the entry-level master’s program in Occupational Therapy.

Implementation of the program is anticipated for fall 2004.

Consistency with FGCU’s Mission and Strategic Plan:

The innovative nature of the proposed Community Health program (its three concentrations and its mixed mode of delivery: in-class and online): the community need for health and wellness service providers and health educators; and increasing student demand in the Southwest Florida region together address the mission of the University and contribute to the strengthening of the University’s connection with the surrounding community. The proposed program is also consistent with the University’s Strategic Plan for growth of quality undergraduate education programs.

Need and Demand:

Data obtained from the SW Florida Workforce Development Board, Florida Health Careers, and the US Department of Labor Bureau of Labor Statistics indicates an increasing need for graduates of this program. The pool of potential employers in the region is large and growing and population growth during the next decade will continue to reinforce the need for the program. Nearly 150 organizations were identified in a regional search of agencies involved in community health efforts.

Enrollment Projections:

Anticipated enrollments are 20 (15 FT-5 PT) students in the first year rising to 60 students (45 FT – 15 PT) by year five. The projections are based on current student interest in the undergraduate occupational therapy program (to be phased out) and the community health education and health services tracks, which should
provide great student interest for those seeking careers in community settings including schools in Florida and beyond.

Resources:

The proposed Community Health program maximizes the efforts of current College of Health Professions faculty, but requires some additional library support. Five existing full-time faculty from the Department of Occupational Therapy will dedicate from 1/3 up to 1/2 of their instructional efforts to this program. In subsequent years, as enrollment growth warrants, the program may require additional full-time faculty support and modest funds for continuing library enhancements. Existing space and equipment should meet anticipated program needs.