Florida Gulf Coast University Board of Trustees
September 14, 2004

SUBJECT: Minutes of June 15, 2004 Meeting

PROPOSED BOARD ACTION

Approve Minutes

BACKGROUND INFORMATION

The Florida Gulf Coast University Board of Trustees met on June 15, 2004. Minutes of the meeting were kept, as required by Florida Law.

Supporting Documentation Included: Minutes of June 15, 2004 Meeting

Prepared by: Ms. Barbara Krell, Executive Assistant to the President

Legal Review by: N/A

Submitted by: President William C. Merwin
MINUTES
FLORIDA GULF COAST UNIVERSITY
BOARD OF TRUSTEES MEETING
TUESDAY, JUNE 15, 2004
8:30 A.M.
SPRINT ROOM – WHITAKER HALL

Vice Chairman Lester convened the meeting of the University Board of Trustees from the Sprint Room at 8:30 a.m., Tuesday, June 15, 2004 with the following members present:

Brian Cobb
Matthew Hall
Larry Hart
Bernie Lester
David Lucas
Edward Morton
Donna Price Henry
Michael Villalobos
Jaynie Whitcomb
Charles Idelson, Ex-Officio

Members of staff present:
William Merwin, President
Joseph Shepard, Vice President for Administrative Services
Steve Magiera, Vice President for University Advancement
Wendy Morris, General Counsel
Susan Evans, Special Assistant to the President
Kathy Bottoms, Administrative Assistant
Barbara Krell, Executive Assistant to the President

Guests: Tom Healy, Jeff Faramo, Representatives from: FGCU Police & Public Safety, Bonita Springs Fire District, Division of Forestry, Estero Fire Rescue, Iona-McGregor Fire District, Lee County Port Authority Aircraft Rescue and Fire Fighting, Lee County Emergency Management, Lee County Sheriff’s Office, Lehigh Acres Fire Control and Rescue District, North Fort Myers Fire District, San Carlos Park Fire District, South Trail Fire District,-- Dr. Paul Snyder, Dr. Leslie Bielen, Mr. Colin Benner
1. **Call to Order & Chair’s Remarks – Vice Chair Bernie Lester**

   Vice Chair Lester greeted the trustees and stated that Chairman Lutgert is unable to attend the meeting today and had asked that Vice Chair Lester conduct the meeting on his behalf. Vice Chair Lester welcomed a new Trustee, Ms. Jaynie Whitcomb, who replaces Trustee Taylor who was recently appointed to the Board of Education. He outlined Trustee Whitcomb’s extensive business and community background for Board members and asked Trustee Whitcomb to make any comments she wished. Ms. Whitcomb greeted the Trustees and relayed her views on higher education and specifically the role of Florida Gulf Coast University in our community. Vice Chair Lester called on President Merwin to recognize the various standing reports.

2. **Remarks from FGCU Faculty Senate – President Donna Price Henry**

   President Merwin introduced Trustee Price Henry who reported on recent faculty activities at Florida Gulf Coast University.

3. **Remarks from FGCU Student Government – President Matthew Hall**

   President Merwin introduced the new Student Government President, Trustee Hall, who made his first official report to the Trustees as the Student Government President. Trustee Hall updated Trustees regarding current student events and activities on campus.

4. **Remarks from FGCU Staff Advisory Council – Mr. Bob Swank**

   President Merwin introduced Mr. Swank, immediate past President of the Staff Advisory Council who updated Trustees regarding SAC activities to include the election of Ms. Mary Price as the new SAC President who was unable to attend today.

5. **Remarks from FGCU Foundation – Chair Charles Idelson**

   President Merwin introduced Mr. Idelson who reported on the current events and activities of the FGCU Foundation. He thanked President Merwin and the entire Advancement staff for their tireless work towards the Foundation’s fundraising efforts.

6. **Presentations of Appreciation – Vice Chair Bernie Lester**

   Vice Chair Lester stated that there were three Resolutions of Appreciation today. They are for Mr. Faramo, Dr. Healy, and some special agency friends of FGCU. He asked President Merwin to join him at the podium and asked Ms. Evans read each resolution into the record and call upon the recipients.
• Resolution for Jeff Faramo (Appendix A)
• Resolution for Tom Healy (Appendix B)
• Resolution for Firefighters and Law Enforcement Personnel (Appendix C)

7. President’s Report – President Bill Merwin

    President Merwin conveyed sympathies to Trustee Lucas and his family on the loss of his mother and also to Chairman Lutgert who lost his mother-in-law recently. He thanked Trustee Hart for his participation in the Celebration of Excellence this spring. President Merwin stated that the Board is aware that he has selected a new Provost, Dr. Bonnie Yegidis, who is currently serving as Associate Vice President at the University of Georgia. Dr. Yegidis has agreed to become our Provost and will arrive on August 2nd.

    President Merwin stated that Enrollment Services has been reorganized. With the departure of Provost Bartel and Dr. Lynch, Dean of Enrollment services, he felt it was time to review the entire operation, which includes the Registrar’s Office, Admissions and Recruitment Offices, the lifeblood of our institution. President Merwin asked Dr. Shepard if he would lend his expertise to that project and Dr. Shepard has accepted this assignment on a temporary basis.

    President Merwin stated that he is pleased to report that we have a tentative agreement on two elements of the Collective Bargaining Agreement- the Preamble and the element dealing with academic freedom. President Merwin is encouraged by this and the Administration is working very hard with the UFF staff and he hopes that by September there would be a completed contract for the Board’s review and approval.

    President Merwin introduced Dr. Healy who presented a report on the 2004 Legislative Session (Appendix D). President Merwin thanked Dr. Healy for his excellent work securing the highest percentage of enrollment funding for any of the universities this session. He also thanked Trustees for their lobbying efforts with legislators regarding our funding needs this year.

    President Merwin reported that he would be working in the next few weeks to get the University into the Gulf South Conference which includes schools in Mississippi, Arkansas, Tennessee, Georgia and Florida. He stated he will be attending a President’s Conference in Alabama June 25, and he believes we have a fair amount of support for entry into this Conference. President Merwin reported that he and Mr. McAloose, Director of Athletics, will be attending the NCAA Division II Membership Meeting in Colorado Springs on July 8th. He stated it is our hope that the Membership Committee will make a recommendation to the whole that we will officially become a bona fide member of the NCAA Division II. This will allow FGCU to compete for tournaments and national championships.
8. Consent Agenda

Vice Chair Lester asked if there were any additions or corrections to the Minutes of April 20, 2004. Motion was made by Trustee Morton to approve the Minutes. Motion was seconded by Trustee Lucas. Motion carried unanimously.

9. Academic/Student/Faculty Affairs Committee Meeting

Information Only:
Vice Chair Lester stated that Dr. Crocker is serving on jury duty and Dr. Snyder will update the Trustees regarding Academic Learning Compacts.

Action Items:
• Faculty Promotions - Dr. Bielen reviewed the seventeen faculty names for promotion (Appendix E) Motion was made by Trustee Morton to approve the promotion list. Motion was seconded by Trustee Villalobos. Motion carried with one abstention by Trustee Price Henry.

10. Finance & Administration Committee Meeting - Committee Chair David Lucas

Action Items:
• Vice Chair Lester introduced Committee Chair Lucas who introduced Mr. Magiera who presented an Audit Report for the Florida Gulf Coast University Foundation. (Appendix F). A motion was made by Trustee Lester to approve the FGCU Foundation Audit. Motion was seconded by Trustee Price Henry. Motion carried unanimously.

• FGCU Rule: Tuition and Fees - Committee Chair David Lucas introduced Dr. Shepard to present the Tuition and Fees Rule (Appendix G). A motion was made by Trustee Price Henry to approve the amendments to the Tuition and Fees Rule as presented by Dr. Shepard. Motion was seconded by Trustee Cobb. Trustee Hall asked that the 2.5% discretionary increase be considered by a separate vote. Ms. Morris stated this could be introduced as an amendment to the motion and the amendment should be voted up or down by the Board. She stated the Board would then vote on the new motion or the original motion dependent upon the outcome of the vote on the amendment. Trustee Hall moved to separate the 2.5% discretionary increase from the Tuition and Fees Rule mandatory items. Motion was seconded by Trustee Morton. President Merwin stated he feels it is important for the university to maximize its revenue stream and that 2.5% represents approximately $200,000 to the institution and that could add additional faculty and staff to the institution. A vote was taken on the Amendment to sever the discretionary 2.5% from the rest of the tuition rule and the amendment passed with one dissent by Trustee Lucas.
Chairman Lucas introduced the public input speaker Mr. Benner, SGA Vice President, who spoke on the agenda item in favor of the health fee item but against the 2.5% discretionary tuition increase. After the public input, the Board voted to approve the 2.5% increase which passed with one dissent by Trustee Hall. The Board then voted on the rule as a whole which passed unanimously.

- FGCU Emergency rule: Tuition and Fees (Appendix H) – Dr. Shepard reviewed the FGCU Emergency Rule for Tuition and Fees with Trustees. Motion was made by Trustee Price Henry to approve the Emergency Rule. Motion was seconded by Trustee Villalobos. Motion carried unanimously.

- 2004-05 Operating Budget (Appendix I) – Dr. Shepard reviewed the 2004-05 Operating Budget with Trustees. A motion was made by Trustee Morton to accept the Operating Budget for 2004-05. Motion was seconded by Trustee Villalobos. Motion carried unanimously.

- FGCU President’s Annual Performance Evaluation for 2003-04 (Appendix J). – Vice Chair Lester introduced President Merwin who outlined his past five years with the university and the last three years with the Board of Trustees. He stated that this is a team effort. Dr. Merwin reported that he has requested all areas in the university provide annual reports to assist in determining the overall health of the institution. With the assistance of Ms. Evans, President Merwin presented a Powerpoint program highlighting the 2003-04 goals and objectives as well as the results of those goals and objectives. Vice Chair Lester thanked President Merwin for his report and spoke to the President’s excellent fundraising abilities and strong work within the community. Vice Chair Lester requested that Ms. Evans read the following letter from Chairman Lutgert into the record.

June 11, 2004

Florida Gulf Coast University Board of Trustees
c/o Susan Evans
Office of the President
Florida Gulf Coast University
10501 FGCU Boulevard South
Fort Myers, FL 33965-6565

Dear Trustees:

I regret that I am unable to be with you for the June 15 meeting of the FGCU Board of Trustees, but I know that Vice Chair Bernie Lester will do a great job.

The June Board meeting agenda includes the very important responsibility
of the annual performance evaluation of University President Bill Merwin. I want to share with you my thoughts and comments, and am asking Susan Evans to read this letter into the meeting record.

The self-evaluation President Merwin provides the FGCU Board of Trustees each year gives us an informed overview of the success of the President in meeting the goals that the Board has established for the President. In reviewing the goals it is clear that the President and the University have had an outstanding year. I know that President Merwin would be the first to say that his success did not happen in a vacuum but as a result of the strong team of faculty, staff, administrators and students. Clearly we are fortunate to have such an exceptional group of individuals who have not only built a new university from scratch, but who also have developed and grown it into a remarkably comprehensive institution for a seven-year-old entity. I am impressed with the positive climate on campus, and I attribute much of this to President Merwin’s positive actions in response to recommendations from the campus climate surveys conducted for faculty and staff.

In assessing President Merwin’s specific performance for the past year, I especially note his leadership both on and off the campus. President Merwin clearly understands the critical need to bring FGCU out to the community – and the community out to FGCU – and this certainly has played a major role in the University’s development. As we can see President Merwin and his team have been extremely effective in fundraising – both with public and private dollars. This year’s legislative session results are a clear indication to me that the elected leaders of this state recognize the very positive impact FGCU is making – and are keenly supportive of our University’s continued growth and development.

FGCU shares a significant responsibility along with the other state universities to educate and graduate students in identified critical needs areas such as nursing and teaching. I would like to suggest to the Board that we add to President Merwin’s 2004-05 performance measures a goal that specifically targets and measures FGCU’s success in enrolling and graduating nurses and teachers.

I also look forward to considering the University’s new strategic plan that will come before us for approval at the January 2005 meeting. Also for next year, I encourage President Merwin to continue working in partnership with Edison Community College, the K-12 school districts, the economic development councils and chambers of commerce, and other such entities in Southwest Florida that have such a positive impact on the quality of life for our region’s citizens.
In closing, I want to congratulate President Merwin for a highly successful 2003-04 year, and thank him for his leadership that is taking FGCU to new heights of excellence with each new program and endeavor.

Sincerely,
Scott F. Lutgert
Chair
Florida Gulf Coast University Board of Trustees

Vice Chair Lester asked for additional comments from Trustees regarding the President’s Evaluation. Trustee Cobb stated he feels it is extremely difficult to manage an institution that has so many constituencies to please and he feels the President has done an unbelievable job in managing a rapidly growing institution. Mr. Idelson stated that President Merwin is very active in all five counties and he thanked the President for all he has done. Trustee Price Henry thanked President Merwin for implementing the Market Equity Study this year, especially when we were not certain about the fiscal resources of the institution. She stated that the President’s creation of the Alliance of Education Leaders has impacted her work as the Whitaker Center Director in a very positive way to include a grant from the Department Education. The Alliance of Education Leaders helped her to pull individuals together quickly once the grant was awarded. Trustee Henry also thanked the President for his work with Rookery Bay and the planned Research Park which will impact opportunities for students. Trustee Lucas stated that President Merwin is not only a great fundraiser, but also a good listener, a continuous learner, and is willing to try new things. Trustee Morton stated that taking the university to where it is today has taken a great deal of leadership and influence on President Merwin’s part and he has done a stellar job. Trustee Hart thanked the President for the excellent faculty brought to this university and he is very pleased with President Merwin’s leadership. Trustee Hart stated he hopes President Merwin is happy with the university and would like to continue in his capacity as President. Trustee Villalobos expressed his gratitude to President Merwin for the past five years of accomplishments especially in light of the financial challenges. Trustee Villalobos also thanked the President for his commitment to the minority communities. Vice Chairman Lester stated the Board of Trustees would like to continue to work closely with the President to impact students positively and maintain an excellent faculty.

President Merwin thanked Board members and stated that he would like to continue as President of Florida Gulf Coast University and that his current contract is in the final year. A motion was made to adopt a positive evaluation of President Merwin for this past year by Trustee
Lucas. Motion was seconded by Trustee Hart. Motion carried unanimously.

11. President’s Performance Measures for 2004-2005

Trustee Lucas introduced President Merwin who reviewed the President’s Performance Measures for 2004-2005 (Appendix J). Trustee Cobb asked that the preferred SAT, ACT and GPA scores be part of the measures. President Merwin stated he would bring something back on this at the next meeting. Trustee Lucas stated the strategic planning process will help with our goals and hoped that the measures could be reduced to approximately five major measures in priority order. President Merwin stated that the number of goals and objectives are listed in detail to assist the Trustees in understanding how the university’s faculty and staff’s time is spent, however, he believes the strategic planning process will assist in highlighting the major goals to include budgets. President Merwin suggested that a fall workshop for strategic planning be held with Trustees and perhaps Foundation Board members. Motion was made by Vice Chair Lester to adopt the President’s Performance Measures for 2004-2005. Motion was seconded by Trustee Morton. Motion carried unanimously.

Vice Chair Lester stated that because the President is entering into the final year of his contract in July, it is timely to start the process of a contract extension offer to President Merwin. President Merwin confirmed that he would like to begin those negotiations for a three-year commitment to begin on July 1 of next year. Vice Chair stated that the Finance Committee Chair would initiate the process with the assistance of the vice presidents from University Advancement and Administrative Services and would provide a draft for review and negotiation.

12. Old Business – Vice Chair Bernie Lester

President Merwin invited everyone to the Student Union Ballroom to bid farewell to Dr. Healy after the meeting adjourns.

13. New Business – Vice Chair Bernie Lester

No new business came before the Board.

14. Chair’s Closing Remarks & Adjourn Meeting

Vice Chair Lester thanked everyone for their participation and reminded the Trustees that the next meeting is September 14, 2004. The meeting adjourned at 11:35 a.m.
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