

University of West Alabama  
Board of Trustees  
Bell Conference Center  
December 12, 2005, 10:00 a.m.

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes of September 12, 2005, Board Meeting
- V. Report of Chair
  - A. Board Retreat on January 27-28, 2006
- VI. Report of Athletic Committee (Mr. Tom Ballow)
- VII. Report of Finance Committee (Dr. Tom Umphrey)
- VIII. Report from Faculty Senate (Dr. Alan Brown)
- IX. Report from Staff Senate (Ms. Pam Hall)
- X. Report from Student Government Association (Mr. Kaylan McDuff)
- XI. Provost's Report (Dr. David Taylor)
  - A. Minority Faculty and Staff Recruitment
  - B. Fulbright Scholar Lecture Series
  - C. SACS Quality Enhancement Program and Grantwriting Projects
  - D. Trustees' Report to ACHE
  - E. McIlwain Bell Trustees Awards
- XII. President's Report (Dr. Richard Holland)
  - A. Position Searches
    - 1. Athletic Director
    - 2. Director of Integrated Marketing and Communications
  - B. Athletic Departments' Report
  - C. Report from Council of Coaches – Model II Program

- D. Enrollment Projections
  - 1. Spring 2006
  - 2. Fall 2006
- E. State Budget Projections for 2006-2007
- F. Report on Senator Sanders' visit
- G. Feasibility Study for Development and Fundraising Efforts
- H. Facilities Review Project
- I. 175th Anniversary Report
- J. Center for Study of the Black Belt
- K. Federal Grants
  - 1. Regional Center for Community and Economic Development (\$350,000)
  - 2. REACH Program (\$500,000)
- L. Small Business Development Center  
Mr. Ken Walker, Director
- M. Facilities Report
  - 1. Elisha Young Cafeteria
  - 2. Bell Conference Center parking area
  - 3. Greenway Project
  - 4. Howard R. Vaughan Tennis Complex
  - 5. Tiger Stadium lights
  - 6. Tartt Field Complex
    - a. Backstop Area
    - b. Hitting Facility
    - c. Lights
  - 7. Report on damage from Katrina
- N. Commencement on December 17, 2005
  - 1. Golden Key Recipients  
Dr. Jack Powell  
Mr. Scott Tew  
Dr. Patricia DeMay

XIII. Other

XIV. Adjournment

**The University of West Alabama  
Board of Trustees  
December 12, 2005, 10:00 a.m.  
Bell Conference Center**

**I. CALL TO ORDER**

Mr. Alex Saad, Chairman *pro tem*, called the meeting to order and requested Dr. Joe Wilkins to give the invocation.

**II. ROLL CALL**

Ms. Earlene Lindsey, Assistant Secretary, called the roll and eight (8) trustees were in attendance. A quorum was present. [Note: Members attending were: Mr. Thomas Ballow, Jr., Mrs. Margaret Lovett, Dr. Louise Nolen, Mr. John Northcutt, Dr. Doris Oliveira, Mr. Alex Saad, Mr. Thed Spree, and Dr. Thomas Umphrey. Trustees not attending were: Mr. Terry Bunn, Mrs. Lena Hardaway, Mr. Robert Keahey, Mr. Preston C. Minus and Mr. John Smith.]

**III. APPROVAL OF AGENDA**

Mr. Saad asked for a motion to approve today's Agenda. Mr. Northcutt moved to approve the Agenda, Mrs. Lovett seconded, and the motion passed.

**IV. APPROVAL OF MINUTES FROM SEPTEMBER 12, 2005, MEETING**

Mr. Saad asked if there were any changes to the minutes from the last meeting. Mr. Ballow made a motion to approve the minutes from the Board meeting held on September 12, 2005, Mr. Northcutt seconded, and the minutes were approved.

**V. REPORT OF THE CHAIR**

At 10:15, Mr. Saad called the Board into an executive session and requested President Holland to attend the session.

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As there were no action items from the Executive Session, the Regular meeting was reconvened at 10:40.

Mr. Saad announced that the Board Retreat is scheduled for January 27-28, 2006. He said it would be a working retreat and the Board would

concentrate on developing a Board strategic plan. Mr. Saad said the plan would be based on what the Bylaws would allow and asked the Board to look over the material distributed to them. Also, he asked that the Trustees read the three booklets published by the Association of Governing Boards given to them prior to attending the Retreat. He said the same firm who led the University in its Strategic Plan development would be facilitating the Board Retreat.

At this time, a news reporter requested recognition by Chair *pro tem* Saad to discuss the Executive Session which just ended and he informed the reporter he would speak with her after the meeting.

#### **VI. REPORT OF ATHLETIC COMMITTEE**

Mr. Thomas Ballow, Chair, reported that the Committee met earlier in the morning in the President's Conference Room. He said the Director of Athletics also attended and the different sports programs were discussed. Mr. Ballow said the Committee also looked at a report on updating the athletic facilities on campus. Mr. Saad asked for a second to accept the report presented by the Athletic Committee; Mrs. Lovett seconded; and it was approved.

#### **VII. REPORT OF FINANCE COMMITTEE**

Dr. Thomas Umphrey, Chair, reported that the Finance Committee met this morning prior to the Board meeting and reviewed the latest audit report by the State Examiners of Public Accounts for the Fiscal Year 2003-2004. He said he was happy to announce that it was a very clean audit, with no discrepancies, and he thanked President Holland, Mr. Noland and his staff for an excellent job in following the recommended procedures stated by the federal and state governments.

Dr. Umphrey said the Committee reviewed the current 2004-2005 budget pertaining to revenue and expenditures, and where the University stands in regards to the approved budget for the year. He said the Committee also discussed the upcoming Alabama legislative session and

its impact on the 2006-2007 budget appropriations, and the monies that may be available from the Special Education Trust Fund for universities.

Mr. Saad asked for a second to the report as presented by Dr. Umphrey; Mr. Northcutt seconded; and it was approved.

#### **VIII. REPORT FROM FACULTY SENATE**

Dr. Alan Brown, Chair, reported that at a meeting on November 15, the UWA Faculty Senate voted to institute a maternity leave policy. He said in January the Maternity Leave Subcommittee, chaired by Dr. Richard Schellhammer, would present a draft of this policy to the Senate for its consideration. Dr. Brown added that if the Senate approves the policy, UWA would be more competitive in the job market when recruiting women faculty members.

Dr. Brown announced that the Faculty Senate would be focusing also on two items at its January 17, 2006, meeting, as follows: 1) Dr. Holland would address the Senate regarding the allocation and expenditure of the CSU online funds and 2) a representative from the Retirement Systems of Alabama would speak to the Senate on the law recently passed by the Alabama Legislature. This law requires professors who retire with less than 25 years of service in the Alabama system to pay 2% a year for each year below 25 toward the employer's contribution to medical insurance for the retiree. He added that for all who have taught in Alabama for 25 years or more, their premium would be reduced by 2% for every year over 25.

#### **IX. REPORT FROM STAFF SENATE**

Mrs. Pam Hall, Chair, reported that many UWA staff have been involved in support efforts to aid the victims of Hurricane Katrina, and added that six families have settled in the community.

Mrs. Hall said the Senate is also involved in a challenge of recruiting more staff members to enroll in the Higher Education Partnership.

Mrs. Hall commended the many UWA staff employees for the day-to-day operations they carry out with pride and love for the University, and

added that the two staff recipients of the Loraine McIlwain Bell Awards today exemplify this.

#### **X. REPORT FROM STUDENT GOVERNMENT ASSOCIATION**

Mr. Danny Buckalew, Vice President for Student Affairs, reported that the President of SGA was taking semester exams today and would not be presenting a report.

#### **XI. PROVOST'S REPORT**

##### ***A. Minority Faculty and Staff Recruitment***

Dr. David Taylor, Provost, noted that the Trustees should have material pertaining to his report in their handouts provided for today's meeting. He said the University has tried for many years to increase the number of African-American faculty and staff at UWA and he was pleased to report considerable success in this endeavor. He reported that the University now has twelve African-American faculty and pointed out that nine of these are in tenure-track positions, while two will assume tenure-track positions when they complete their terminal degree. Dr. Taylor said the last member, Mr. Mose Hunt, is a retired teacher from the Mississippi Public School System and is doing an excellent job teaching developmental mathematics at UWA. He noted that Mr. Hunt is in a lecturer position, which is not tenure-track position.

Dr. Taylor said the University increased its number of African-American administrative staff to seven. He said the latest administrative staff member hired is Mr. Ken Walker, who will serve as the Director of the Small Business Development Center. Dr. Taylor said there are three applicants for the Minority Faculty Development Fellowship. He noted that statistical information on minority faculty recruiting results was in the Trustees' handouts, which indicated the percentage of increase since the 2000-2001 year was 11.3% for faculty and 11.2% for administrative staff.

**B. Fulbright Scholar Lecture Series**

Dr. Taylor reported that there are already four Fulbright Scholars confirmed to be on campus under the Fulbright Lecture Series for 2006, and one is still pending. He said they will be on campus for generally three days and during that period they will meet with students, give a lecture to the public, and may visit nearby universities and public schools. He said this program is good for the students and faculty, adding that this is part of the University's effort toward globalization of student life and curriculum.

Dr. Taylor reported that the College of Liberal Arts is working on another Fulbright initiative to bring a scholar of Muslim studies to campus that could be for an extended period of time ranging from one month to three months. He added that the deadline for this application is this week, and the University should hear very soon if this scholar will be confirmed. Dr. Taylor said if the Muslim scholar does come to campus, he/she will be teaching an honors course.

**C. SACS Quality Enhancement Program and Grantwriting Projects**

Dr. Taylor reported that during the most recent accreditation cycle with the Southern Association of Colleges and Schools, UWA conducted its self study according to the SACS "criteria," which were highly prescriptive and quantitative.

Dr. Taylor said SACS changed its approach dramatically, and the University's next review will be based on the "standards" rather than the "criteria" and will include an important new dimension, the Quality Enhancement Plan (QEP). He said the new standards will obligate an institution to meet certain minimal criteria in the traditional areas of faculty and staff credentials, curriculum, finances, governance, etc., but the institution will also be required to carry out a QEP that will show direct results in student learning.

Dr. Taylor stated that in the early planning stages for the next accreditation review in 2010, UWA has drafted an embryonic QEP that

involves globalization of the curriculum as the first stage and civic engagement/service learning as a second stage that will infuse this global knowledge and perspective throughout the Black Belt region in order to move the region forward educationally, economically, culturally, and socially. He added that the University is currently working with its grants consultant to secure funds for the QEP project.

Dr. Taylor said he had also provided an informational item on grantwriting initiatives by the University faculty. The list indicated the name of the faculty member who applied for a grant, the purpose of the grant, and the amount of the award. He also referred to the list of external grants that are pending or have already been awarded, and that a good many of these grants are the result of the faculty and staff working with the grants consultant, Dr. Becky Harvard, who UWA hired last year.

***D. Trustees' Report to ACHE***

Dr. Taylor stated that this report is the second that has been submitted to ACHE and that a copy was in the Trustees' handouts today. He said the first report was filed in May and the latest was submitted in November. Dr. Taylor noted the five categories that must be addressed in this report – access, cooperation, quality, resources, and workforce development. He encouraged each Trustee to read the report.

***E. McIlwain Bell Trustee Awards***

Dr. Taylor presented the names of the nominees for the McIlwain Bell Trustee Awards to the Board of Trustees for consideration, as follows:

Support Staff Excellence Award – Ms. Carrie Bell  
Professional Staff Excellence Award – Ms. Tammy White  
Trustee Professor – Dr. Robert Ware

Mr. Thed Spree moved to approve the slate of nominees and Mr. Northcutt seconded the motion. The motion was approved unanimously.

The recipients came forward to accept their plaque and monetary gift, expressing their gratitude, as their names were called by Dr. Taylor. Mr. Saad congratulated them on receiving this Award.

## **XII. PRESIDENT'S REPORT**

Dr. Holland also extended his congratulations to the recipients of the McIlwain Bell Awards.

### ***A. Position Searches***

Dr. Holland reported there are several position searches underway at this time, and he announced on November 30, 2005, that Mr. Dee Outlaw, Director of Athletics, plans to retire on July 1, 2006. He said he that the Search Committee has been appointed, with Dr. Joe Wilkins serving as the Chair, and he hopes to have a new Athletic Director by July 1. Dr. Holland said upon Mr. Outlaw's retirement, he will have worked with UWA for more than 33 years, and he wanted to publicly acknowledge Mr. Outlaw's accomplishments while he served as Athletic Director. Everyone applauded Mr. Outlaw and his service to the University.

Dr. Holland also noted that the University has a search committee working to fill the position of Director of Integrated Marketing and Communications that was left vacant by Ms. Bari Watson. He hopes to have this position filled by March 2006. He thanked several in that office who are picking up the slack left by this vacancy.

### ***B. Athletic Report***

Dr. Holland said this report was presented by Mr. Ballow.

### ***C. Report from Council of Coaches***

Dr. Holland reported on the activities of the Coaches' Council and said last year NCAA developed a model for Division II institutions such as UWA. He said the Council members, chaired by Janet Montgomery, have been reviewing this model and have now completed an in-depth study of UWA's athletic program. Dr. Holland said the Trustees were presented an outline of the areas being covered under this model in their handouts today. He said the goal is to implement these policies and become more competitive in athletics.

**D. Enrollment Projections****1. Spring 2006**

A copy of the enrollment projections was provided to the Trustees. Dr. Holland said all indications are that there will be a projected enrollment increase of approximately 17% for the Spring Semester 2006. He said this is based primarily on pre-registration figures. He commended Mr. Buckalew, Mr. Hester and the Admissions staff for their recruiting efforts. He also thanked the faculty and staff for their efforts in recruiting students.

**2. Fall Semester 2006**

Dr. Holland said based on applications received and other preliminary predictions, it appears that there will be about a 6% enrollment increase for the Fall Semester 2006, i.e. from 3,090 students in the Fall Semester 2005 to 3,285 students in the Fall Semester 2006. He hopes to increase these figures to at least 3,400 students.

**E. State Budget Projections for 2006-2007**

Dr. Holland noted that Dr. Umphrey presented this report earlier. Additionally, he received a copy of the 2006-2007 Unified Budget Recommendation as recommended by ACHE to the State Director of Finance. The recommendation included the following:

- (1) Each institution should receive its last year's total appropriation as its base, and
- (2) assume \$150 million in new money for higher education and distribute this money on current year ratio – 22.76% (\$45,511,782) to two-year colleges and 77.24% (\$154,488,218) to four-year institutions.

The new monies would fully fund mandated retirement rate increases and retirees' health insurance rate increases for public senior institutions not currently enrolled in PEEHIP.

Dr. Holland said the unresolved items are monies for increased compensation, monies for capital expenditures, increases in operations and maintenance, technology improvements, and economic development

projects. He said Vice President Spruiell is working on this in Montgomery.

***F. Report of Senator Sanders' Visit***

Dr. Holland reported that early in November, Senator Hank Sanders visited the campus and that he has been a very good friend to the University. He said the Senator is Chair of the Education Appropriations Committee and they had a very good meeting while he was on campus. They talked about the Alabama Medical Education Consortium that is headquartered at UWA and how the needs of medical care in underserved areas are being addressed, according to Dr. Holland. He said the Senator was very complimentary of this program, as well as very supportive.

Dr. Holland said he and Senator Sanders also discussed the economic and community development efforts by UWA in the Black Belt region. He said they also discussed the efforts of the University to increase the number of minority faculty and professional staff on campus. As reported by Provost Taylor, he said great strides have been made toward this goal.

Dr. Holland reported that Senator Sanders came to the campus for a book-signing on his latest book he authored, but they did have the opportunity to visit and discuss the items mentioned above.

***G. Feasibility Study for Development and Fundraising Efforts***

The Office of Institutional Advancement is starting this study with the Jerry Smith Group (fundraising consulting firm) to provide an accurate assessment on both internal readiness and external opportunities to undertake a much needed capital campaign. Once the study is completed, a number of things will be determined, such as: 1) campaign leadership within the University and the alumni base; 2) identify potential donors and their giving levels; 3) recommendations on the direction the University should take with a campaign; 4) determine the development capabilities and readiness of the institution, i.e. does the

University have the staff and resources in place to undertake such a major campaign; and 5) a case statement would be developed defining the University's campaign needs and opportunities. This study will be started in 2006, and will probably take four months to complete. He said at the end of the study it should be clear in which direction the University needs to proceed with such a major campaign.

#### ***H. Facilities Review Project***

Dr. Holland reported that Vice Presidents Noland and Spruiell and he had met with the University's architect about two months ago and discussed initiating a review of the campus facilities in January 2006. He said this review would require three to four months to complete, but should result in four specific outcomes: 1) updating of the University's Facilities Master Plan; 2) updating of the existing master plan on utilities; 3) determine the usage of the academic and non-academic areas on campus; and 4) provide an estimate of the amount of money needed to renovate current space and construct new buildings and facilities over the next three to five years. Dr. Holland said this information must be obtained before Jerry Smith's Group can complete their study. He said these two studies must proceed parallel and by the end of 2006, it should be apparent what the University needs to do regarding both the facilities and fundraising efforts.

#### ***I. 175th Anniversary Report***

Dr. Holland indicated he mentioned at the last Board meeting that he had appointed a committee to begin the process for the 175th anniversary of the institution. He said the Committee decided the theme for the celebration should be: "The University of West Alabama – Yesterday, Today, and Tomorrow". Some of the projects for this celebration will be initiated beginning in 2006, according to Dr. Holland, and will extend through 2010. He said the anniversary date is February 22, 2010, so many of the events will end on that date with a big celebration.

Dr. Holland said all of the people attending the meeting today should become involved in this celebration, and added that an anniversary book would be published to capture the 175 years of the institution. He said the Committee would also develop a calendar for the next four years listing the major dates for activities, but it would also reveal the historical dates of events and photos to be remembered from the past.

Dr. Holland reported there is an effort by the Committee to work with Alabama Public Television network to develop a documentary on the University and its 175th anniversary, particularly capturing the oral history of the University. He said there will also be a series of prints that will be issued, hopefully, to generate revenue that will help to pay for the celebratory events.

Dr. Holland said there will be a publication with a sketch, photograph, and history of each building on campus. He said a lecture series will also be started in 2006, with well-known guests on campus to celebrate with the University community the past and the future.

Dr. Holland said the Student Government Association plans to have the freshman class in 2010 develop a time capsule.

***J. Center for the Study of the Black Belt***

Dr. Holland reported on some of the activities involving the Center for the Study of the Black Belt. He said some of the projects undertaken concerned grant applications for the University Press and the Sucarnochee Revue.

Dr. Holland said this Center will be sponsoring the Sucarnochee Folklife Festival in April. A lecture on historic photography in the Black Belt will be presented and a lecture will be given by Dr. Ainur Baisaklov, a Fulbright scholar from the Abla Khan Kazakh University of International Relations and World Languages, who is an expert on African-American Blues. The Alabama Blue Association will also participate in this Festival and will be working with the Sumter County schools. They will also have an exhibit on campus to feature Alabama

Blues women, including a Sumter County native, Ms. Vera Hall. Also, Dr. Holland announced that Ms. Kathryn Tucker Windham would attend the Festival again to tell her famous stories and Dr. Alan Brown would be leading his ghost walking tour.

Dr. Holland said the Alabama Preservation Alliance, headquartered in Montgomery, has decided to do their Spring Ramble (field trip) in Livingston as part of this Festival. This is about a 200-member group who would be in the area.

The Center is also hosting a symposium this summer on the architecture of the Black Belt.

### ***K. Federal Grants***

#### **1. Regional Center for Community and Economic Development**

A federal grant in the amount of \$350,000 has been awarded to the Center, which will enable the Center to focus on regional collaboration and job development.

#### **2. REACH Program**

A grant for \$500,000 will enhance the University's outreach and partnership activities by establishing a parent and student resource center on campus to improve the ability of the students so they will become more successful in school.

Dr. Holland stated that both of these grants were obtained with the assistance of Senators Richard Shelby and Jeff Sessions, and Congressman Artur Davis, for which the University is very grateful.

### ***L. Small Business Development Center***

Dr. Holland announced the recent hiring of Mr. Ken Walker as the new Director for the Center. He said Mr. Walker has a B.A. from Alabama State University in public relations and a master's from Troy University in human resource management. He is also a Kellogg Fellow at a business school in Chapel Hill, North Carolina, and has an extensive background in small business development. Mr. Walker's wife and children will join him sometime in June 2006.

Dr. Holland asked Mr. Walker to give some remarks on the direction he plans to take with the Center and what it will do to change the region.

Mr. Walker thanked everyone for their hospitality and said his family and he are delighted to be part of the UWA family and for the privilege to work in the Black Belt area. He said in his 18+ years at Alabama State, he operated the small business development center there for nine years and it became known as one of Alabama's best centers. Mr. Walker stated he plans to do the same for UWA, and hopes the Center will be the driving force for small business development, expansions and procurement. He plans to assist current businesses in their marketing efforts and procurement throughout state and federal agencies.

Mr. Walker announced that a workshop has been scheduled on campus for January 25, 2006, where he will work with fifteen individuals who are related to industry and business development within the region. He said they will address any items of concern that will help in the day-to-day operations of their business.

Mr. Walker said he also worked with the Montgomery Chamber of Commerce in developing their incubator program, which is nationally recognized at this time. He said he is excited about working with towns in the areas that have chambers and assisting the towns in forming chambers where none exist.

Mr. Walker reiterated that he and his family are very excited about joining the University community.

### ***M. Facilities Report***

- 1. Elisha Young Cafeteria** – is 99% complete.
- 2. Bell Conference Parking area** – is complete.
- 3. Greenway Project** – is 95% complete.
- 4. Howard R. Vaughan Tennis Complex** – is complete and the dedication is tentatively scheduled for the Spring 2006.

## **5. Tiger Stadium lights**

Installation is complete; \$53,000 has been paid as a down payment, with the balance to be paid over the next ten years. Dr. Holland requested the Trustees or anyone to be very generous if they are approached in this fundraising effort for the new lights.

## **6. Tartt Field Complex**

The backstop area has been rebuilt, the hitting facility construction is well underway and Mr. Spruiell, working with the UWA Foundation and Coach Rundles, has worked out a finance plan to go ahead and finish this part of the project.

The lights will have to be replaced due to the damage suffered from Hurricane Katrina, hopefully, by March 2006. He noted that the Baseball facility would be one of the best in the Conference when all of the work is completed.

## **7. Report on damage from Katrina on campus**

Dr. Holland asked Mr. Raiford Noland to provide a report on the damage that was incurred on campus from the storm. Mr. Noland said there was scattered damage throughout the campus from Katrina and Rita, and probably the most expensive damage was to the lighting at the Baseball complex, which would cost approximately \$150,000. He said an insurance claim has been filed on this with the State Division of Risk Management, but it is a very slow process. Other damage included the roof at Foust Hall estimated at \$16,000, Bibb Graves damages estimated at \$8,000, some of the roofing on the Baseball Dugout and the Football Pressbox was damaged in the amount of \$2,500, the Rodeo trailer was hit by a tree limb and cost of repairs will be about \$3,200, roofing repairs were needed at Hoover Hall, and a power line was down behind the Armory. He said a power line was down behind Foust Hall, trees were down on other power lines near Moon Hall, and some sky-light damage was incurred at the

student union building which has been repaired Mr. Noland said the total claim will probably be around \$200,000.

***N. Commencement on December 17, 2005***

**Golden Key Recipients**

Dr. Holland said the Society of the Golden Key celebrates its 42nd anniversary this year. He said the primary purpose of the Society is to honor the former students and faculty who have brought honor and distinction to the University.

Dr. Holland announced there will be three people inducted into the Society of the Golden Key at Commencement on December 17. One of the recipients is Dr. Jack Powell, a native of Cuba, Alabama, and today he is a Professor Emeritus at the University of Georgia where he taught for more than 31 years. The second recipient is Mr. Scott Tew, a native of Millry, Alabama, who received his B.S. and Master's from UWA and has been employed at Ciba-Geigy Chemical Corporation for more than fourteen years. The third recipient is Dr. Patricia DeMay, a native of Michigan who taught in the UWA College of Education for fifteen years before she retired. She is now a Professor Emeritus of Elementary Education and Childhood Education at UWA.

**XIII. OTHER**

Mr. Saad wished happy holidays to everyone and said he hoped all would have safe traveling, adding that he would be on campus next weekend for Commencement.

**XIX. ADJOURNMENT**

Mr. Saad said there was no other business and the meeting was adjourned at 11:55 a.m.

Respectfully submitted,

Lena Hardaway  
Secretary

Earlene Lindsey  
Assistant Secretary