

BOARD OF TRUSTEES
Regular Quarterly Meeting
The University of West Alabama
Bell Conference Center
March 7, 2011, 1:00 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes for December 8, 2010
- V. Report of the Board President (Mr. John Northcutt)
 - A. Report on the Association of Governing Boards Strategic Finance Workshop
 - B. Change of June Meeting Date from June 7 to June 13, 2011
 - C. Finance Committee Budget Workshop (May 17-20, 2011)
- VI. Approval of the Executive Committee Minutes from January 24, 2011
- VII. Report of the Student Affairs Committee (Ms. Becky Lewis)
- VIII. Report of the University Facilities Committee (Mr. Tom Ballow)
- IX. Report of the University Provost (Dr. David M. Taylor, Provost)
 - A. Leadership Development Program
 - B. Online Programs
 - 1. Enrollment
 - 2. Online Testing Center
 - C. Status of Graduate Dean and Director of Admissions and Enrollment Management Searches
 - D. Transition to Web-based Catalogues and Handbooks
 - E. Other
- X. Report of the University President (Dr. Richard D. Holland)
- XI. Adjourn

BOARD OF TRUSTEES
The University of West Alabama
Bell Conference Center
March 7, 2011, 1:00 p.m.

I. CALL TO ORDER

Mr. John Northcutt, President *pro tem*, called the meeting to order at 1:00 p.m. He welcomed everyone to the meeting.

II. ROLL CALL

Mr. Northcutt requested Mrs. Earlene Lindsey, Assistant Secretary to the Board, to call the roll. Members attending were: Mrs. Jean Anderson, Mr. Thomas Ballow, Jr., Mrs. Margaret Lovett, Mr. John Northcutt, Rev. Willie B. O'Neil, Mr. Alex Saad, and Mr. Thed Spree. Absent: Mr. Terry Bunn, Mrs. Lena Hardaway, Mr. Randall Hillman, Mrs. Becky Lewis, and Mr. John Smith. Mrs. Lindsey announced that a quorum was present.

III. APPROVAL OF AGENDA

Mr. Northcutt asked for a motion to approve the agenda for today's meeting. Mr. Spree made a motion to approve the agenda, Mrs. Lovett seconded the motion, and the agenda was approved.

IV. APPROVAL OF MINUTES FOR DECEMBER 8, 2010

Rev. O'Neill made a motion to approve the minutes from the meeting held on December 8, 2010; Mr. Ballow seconded the motion; and the motion was approved.

V. REPORT OF THE BOARD PRESIDENT

A. Report on the Association of Governing Boards Strategic Finance Workshop

Mr. Northcutt reported that the Trustees were invited to a workshop held on January 25, 2011, that was presented by the Association of Governing Boards on Strategic Finance. He encouraged the members of the Board, who were not able to attend the workshop, to look at the material in the binder that was handed out today before the Board's budget meeting sometime in May. Mr. Northcutt indicated the

workshop was very helpful, especially for the trustees to learn how to better serve the University as a member of the Board of Trustees.

B. Change of June Meeting Date from June 7 to June 13, 2011

Mr. Northcutt said the June meeting date needs to be changed and he asked Dr. Holland to explain. Dr. Holland said the University will be up for its reaccreditation in 2013 and the Southern Association of Colleges and Schools has changed some of its standards during the past ten years. He said they now have a required meeting for the officers of the schools to attend when seeking reaccreditation and the meeting for the University of West Alabama officials is scheduled on June 6, 2011, in Atlanta. Dr. Holland indicated this is the reason the date of the regular Board meeting needs to be changed from the first Monday to the second Monday in June. Mr. Ballow made a motion to change the meeting date to June 13, 2011, and Mrs. Anderson seconded the motion. The motion passed.

C. Financial Affairs Committee Budget Workshop (May 17-20, 2011)

Mr. Northcutt said Dr. Holland is trying to schedule a Financial Affairs Committee budget workshop for the week of May 17-20, and his office will be polling the Trustees to determine the best date for the meeting.

VI. APPROVAL OF THE EXECUTIVE COMMITTEE MINUTES FROM JANUARY 24, 2011

Mr. Northcutt said the Executive Committee met on January 24, 2011, and approved a resolution authorizing Dr. Holland to negotiate the purchase of the Livingston High School property at a cost not to exceed \$4 million. He said he needed a motion and a second to approve the minutes from the meeting on January 24. Mrs. Lovett made the motion to approve the minutes; Mr. Saad seconded the motion; and the minutes were approved.

VII. REPORT OF THE STUDENT AFFAIRS COMMITTEE

Mrs. Jean Anderson, Chair, reported that the Student Affairs Committee met this morning and did not have a quorum. She asked Mr. Danny Buckalew, Vice President for Student Affairs, to give a brief summary of his report.

Mr. Buckalew commended his housing staff on the good job they are doing, particularly in scheduling so many events for the on-campus residents. He said students, faculty and staff, as well as people from the local community, are using the fitness center. Mr. Buckalew reported that the Spring Semester 2011 on-campus enrollment is down overall by 19 students. He said the applications for the Summer and the Fall Semester 2011 look better than last year.

VIII. REPORT OF THE UNIVERSITY FACILITIES COMMITTEE

Mr. Tom Ballow, Chair, reported that the Committee met earlier today and had a very lengthy meeting. He said the Committee received updates from representatives of Hoar Management and Herrington & Associates, Architects, on the addition to the Hoover Apartments and the new Gilbert Hall dormitory. Mr. Ballow indicated that the new apartments at Hoover are supposed to be completed in June or July and ready for occupancy in the Fall Semester 2011.

Mr. Ballow also reported that bids received for the Gilbert Hall project were opened recently and Amason Construction was the low bidder. He said the University's offer to purchase the Livingston High School Property for \$4 million was accepted by the State Department of Education. He said a title search is now being done by a local attorney and the University's attorney, Mr. Mike Kendrick, is working on an agreement for purchasing the property.

Mr. Ballow reported that the University has plans to build an extension on Moon Hall for some much needed office space and also plans to build additional space on the Young Cafeteria. He said the elevators in Webb Hall and the Student Union Building must be replaced. Mr. Ballow said Dr. David Taylor presented a report on the facility feasibility study, which indicated the most needed repairs and maintenance that needs to be done to the Livingston High School property to ensure its security. He said plans are to renovate the facility and move the College of Education there and move the Physics and Chemistry departments to the location in Bibb Graves that is currently occupied by the College of

Education. Mr. Ballow indicated that Dr. Taylor also discussed the redesign of a proposed regional wellness center that the University hopes to build sometime in the future.

Mr. Ballow reported that Dr. Holland advised the Committee of plans to move Cedarwood, an old historic home, to the University's campus by the Alabama Historical Commission, as well as two churches from the Coatopa area. He said Dr. Holland assured them the renovations to these projects would be paid by external funding and they would be moved to the site of the old Delta Chi house located next to Kelly Land Hall.

Mr. Ballow indicated the University Facilities Committee would like to make several recommendations, as follows:

1. To authorize President Holland to sign a contract with Amason Construction Co., Inc., whose bid came in under the allotted budget, to build the Robert B. Gilbert Hall; Mr. Saad provided a second for the recommendation and it was approved.
2. To replace the elevators at Webb Hall, the Student Union Building, and to have some paving work done on campus. Mrs. Lovett provided a second for the recommendation and it was approved. Funds are already in the budget for this project, according to Mr. Noland.
3. To authorize President Holland to move forward with the moving of three historic buildings to the campus, with the understanding that any expenses involved for this project will be obtained from external sources. Mr. Saad provided a second to the Committee's recommendation and it was approved. The historical buildings are: Cedarwood, a historical house built in 1818 by the Stickney family, which has been located in Moundville, and the other two buildings are churches from the Coatopa community.

IX. REPORT OF THE UNIVERSITY PROVOST

A. Leadership Development Program

Dr. David Taylor, Provost, reported that the Leadership Development Program was started three years ago to expose potential campus leaders to administrative

responsibilities and procedures and to help them develop their knowledge and skills necessary to become a successful administrator. Dr. Taylor said he was happy to introduce this year's third class of participants -- Dr. Jan Miller and Ms. Aliquippa Allen. Dr. Taylor indicated that Ms. Allen will shadow Dr. Martha Hocutt and Dr. Miller will shadow Dr. Ken Tucker.

B. Online Programs

Dr. Taylor said that the Division of Online Programs is working hard to expand its program and reported that the enrollment for the Spring I session is 2560, compared to 2443 for last year's Spring I session.

Dr. Taylor reported that the University now has an online testing center to make sure the student uses the proper protocol while being tested. He stated this testing center is housed in the Office of Information Technology. Dr. Taylor indicated there have been a few complaints, but for the most part they have been reduced drastically since the testing center started.

C. Status of Graduate Dean and Director of Admissions and Enrollment Management Services

Dr. Taylor reported that hiring a new Director of Admissions and Enrollment Management is a key issue in growing the on-campus enrollment. He said the University has finally ended its search and hired Mr. Walter Peacock, who has 34 years of experience in higher education. Dr. Taylor indicated Mr. Peacock will start in June 2011. He said an in-depth study of the organization of the Admissions area is being done.

Dr. Taylor reported that the search for the Graduate Dean has been narrowed to two internal candidates and one external candidate. He said he hopes that a decision can be made within the next two weeks.

D. Transition to Web-based Catalogues and Handbooks

Dr. Taylor has been looking at ways to offer catalogues, handbooks, and other publications on the University's website. He said the Deans' Council voted to eliminate the hard copy of the publications. Dr. Taylor said the new program would be a great tool for marketing and recruiting. He said the printed catalogue has been costing around \$20,000 each year and this money could certainly be used elsewhere.

X. REPORT OF THE UNIVERSITY PRESIDENT

Dr. Holland announced that Governor Robert Bentley has accepted an invitation to be the guest speaker at the Spring Commencement on May 7, 2011. He said the Governor's representative called this morning to advise that he would not be able to attend the Board meeting today, but he hoped to be at the June meeting.

Dr. Holland distributed a copy of a letter from Mr. Mike Kendrick, the University's attorney, concerning the amendments to the ethics laws in Alabama. He indicated Mr. Kendrick will be at the Board Meeting on June 13 to discuss the ethics reforms more in depth.

Dr. Holland said his office received an opinion from the Alabama Attorney General's Office concerning meetings of Board committees and the guidelines established in the Open Meetings Act of Alabama. He said he and Mr. Kendrick discussed the Attorney General's opinion and feel the University has been in compliance with the Open Meetings Act.

Dr. Holland reported that the University has contracted with Dr. Keivan Deravi, of Auburn University at Montgomery, to perform an economic impact study and a preliminary report should be available at the June Board Meeting.

Dr. Holland reported that the Governor has recommended a 5.3% increase in the University's O&M budget for the next fiscal year; however, the line items are being negotiated.

Dr. Holland announced that since the University has competed in the Gulf South Conference, it has always ranked 13th or lower on the GSC Trophy list. He said this year that the University of West Alabama men's sports ranked third and the women's sports

ranked seventh. He stated the schools ranking ahead of UWA have soccer teams and next year UWA would have women's soccer. Dr. Holland encouraged the Board to extend their appreciation to the University's Athletics staff.

XI. ADJOURN

Mr. Northcutt said this is an exciting time at UWA and he looks forward to the June meeting, especially if Governor Bentley plans to attend. Mrs. Lovett asked the Trustees to applaud Dr. E. J. Brophy and the Athletics area for the great job they have done.

The meeting adjourned at 1:40 p.m.

Respectfully submitted,

Earlene Lindsey
Assistant Secretary to the Board