

**BOARD OF TRUSTEES**  
**The University of West Alabama**  
**Regular Quarterly Meeting**  
**Bell Conference Center**  
**June 5, 2017, 1:00 p.m.**

**A G E N D A**

- I. Call to Order (Mr. Jerry Smith)
- II. Roll Call
- III. Approval of Agenda ***(Action Item)***
- IV. Approval of Minutes of March 6, 2017 ***(Action Item)***
- V. Report from the Athletic Committee (Mr. Justin Smith)
- VI. Report from the Institutional Advancement Committee (\*Mr. Jerry Smith)
- VII. Report from the Facilities Committee (Mrs. Jean Anderson)
- VIII. Report from the Finance Committee (Mrs. Sheila Cloud)
- IX. Report from the University President (Dr. Ken Tucker)
  - A. Sumter County Capital Improvement Cooperative District
  - B. Royal/The Learning House Update
  - C. Campus Safety and Security Overview
  - D. Special Recognition
- X. Report of the Board President (Mr. Jerry Smith)
  - A. New Schedule of Meetings 2017-2018
- XI. New Business
  - A. Board Resolutions
- XII. Other Business
- XIII. Adjourn

\*Mr. Jerry Smith will serve in the absence of Institutional Advancement Chairperson, Hal Bloom, Jr.

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**The University of West Alabama**  
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**June 5, 2017, 1:00 p.m.**

**I. Call to Order**

Mr. Jerry Smith, President *Pro Tempore*, called the meeting to order.

**II. Roll Call**

Mr. Jerry Smith asked Mrs. Beard to call the roll. Other than Mr. Jerry Smith, members attending were: Mrs. Jean Anderson, Mr. Terry Bunn, Mrs. Sheila Cloud, Dr. John Killian, Mr. Alex Saad, Mr. Thed Spree, Mr. Justin Smith, and Mr. Victor Vernon. Absent: Mr. Randy Hillman, Mr. Joseph Brown, Mr. Jerry Groce, and Mr. Hal Bloom. Mrs. Beard announced there was a quorum present. Also attending were: Mr. Mike Kendrick (University Attorney), President Ken Tucker, and several other administrators and staff members, with Katie Beard recording the minutes.

Mr. Jerry Smith asked Dr. John Killian to open the meeting with a prayer.

**III. Approval of Agenda**

***Mr. Victor Vernon moved to approve the Agenda; Mrs. Sheila Cloud seconded the motion; and the motion was approved.***

**IV. Approval of Minutes from March 6, 2017**

Mr. Jerry Smith asked if there were any changes to the minutes from the meeting held on March 6, 2017. There were none. ***Mr. Terry Bunn made a motion to approve the minutes; Mr. Alex Saad seconded the motion; and the motion was approved.***

**V. Report from the Athletic Committee**

Mr. Justin Smith, chair, reported that he had a good meeting this morning with Mr. Stan Williamson, UWA Athletic Director, giving a positive report. The university continues to do well in the all sports race; student athlete graduation rates continue to increase and fundraising for Athletics has increased significantly. Carie Dever-Boaz gave a very inspiring presentation about the future of UWA Women's Softball.

Mr. Jerry Smith stated that he thought the Athletic Committee meeting went well and that he is extremely impressed with the graduation rate and fundraising increases.

**VI. Report from the Institutional Advancement Committee**

Mr. Jerry Smith, serving in the absence of Chair Hal Bloom, stated that Dr. Chris Thomason gave a very thorough report on what has been accomplished in the year since his hire. Dr. Thomason has been able to build a solid foundation in Institutional Advancement and increase fundraising by more than \$1 million over the previous year. He reported that we have 13 active alumni chapters and will be working to increase that number to 15. Alumni chapters are important to fundraising because you have to establish a strong foundation of friends that turn into donors. Mr. Smith said that he also appreciated the job that Ms. Danielle Buckalew is doing in the alumni area.

**VII. Report from the Facilities Committee**

Mrs. Jean Anderson, chair, stated that Mr. Bobby Truelove provided an update on the Houston-Bailey House agreement. The church rejected the university's counter-offer and has requested that UWA remove the house by any means necessary. She stated that LGS is currently working to negotiate a contract on our behalf for the tower lease. Mr. Truelove provided an overview of two buildings, Sisk Hall and Selden Hall, that could be renovated for possible future on-campus housing. A feasibility study is being done to see if there is a need. Mr. Truelove also presented a campus-wide energy cost savings plan which includes LED lighting and to utilize existing equipment to change the temperature in buildings at night and restore to a comfortable temperature the next business day.

Mr. Jerry Smith thanked Mrs. Anderson for her efforts, time and expertise in renovating the President's Home.

### VIII. Report from the Finance Committee

Mrs. Cloud stated that three main items were discussed at the Finance Committee meeting. The first item was the State Examiners Report that listed only one finding. The written report should be sent to UWA no later than June 30<sup>th</sup>. The second item discussed was the major overhaul of the budget that was performed by Mr. Lawson Edmonds, Mrs. Barbara Etheridge, Mrs. Karen VanLuvender and the entire UWA faculty and staff. In the process they have audited many of the financial systems and internal controls, and have installed an open and inclusive process to include the faculty and staff with the budget, and to provide more accountability and transparency. Because of all the hard work performed by the business office, all board members will receive a copy of the quarterly financial statement before each board meeting to review for the previous quarter. Mr. Edmonds provided a copy of the financial statement in the committee meeting which showed the financial position as of 10/1/2016 through 3/31/17. The last item discussed was the operation and maintenance budget for the 2017-2018 fiscal year. Mr. Bunn stated that UWA's quality of education was one of the most economical in the state and felt that a 4.5% increase in tuition would help provide a reserve for unanticipated expenses. ***A motion was made by Mr. Terry Bunn to approve a 4.5% increase in tuition and was seconded by Dr. John Killian. This motion passed.*** Mrs. Cloud commented that it each year the cost of educating people continues to increase and with level funding received at the State level, a tuition increase was inevitable. Mr. Alex Saad and Mr. Thed Spree expressed their support in the increase in tuition. ***A motion was made by Mrs. Sheila Cloud to approve the 2017-2018 fiscal year budget, with a 4.5% increase on tuition as presented and was seconded by Mr. Victor Vernon. The motion passed.***

### IX. Report from the University President

#### A. Sumter County Economic Development Cooperative District

Dr. Tucker introduced the capital improvement cooperative district initiative as a mechanism to incentivize business and industry to locate in Sumter County. The District would also allow for more flexibility regarding access to funding opportunities, including grant money, which would not be available otherwise. The purpose is to have a formalized agreement where all three entities work together for economic development projects. The capital improvement cooperative district will consist of three members: the University of West Alabama; the Sumter County Commission, and the City of Livingston. The Cooperative District requires a minimum of three board members, one from each member, and each have responsibilities to the Board and Cooperative District. The purpose is to promote and facilitate economic and commercial development projects, small business development, education, and tourism and recreation in Sumter County. The Cooperative District will have all powers available to it, through the powers of the members, under state law including setting and charging special fees on projects; issuing debt to support or fund its projects; acquiring, constructing, and operating projects, and leasing or otherwise conveying projects. The Cooperative District can take on any project that a member can undertake including constructing commercial space, office space, parking lots; applying for grant funds; creating revolving loan funds and community reinvestment funds; and promoting any of the purposes enumerated above. ***On a motion by Mr. Justin Smith and seconded by Mr. Alex Saad, the resolution to form the Sumter County Economic Development Cooperative District was approved as presented. The motion passed.***

#### B. Royall & Co./The Learning House Update

##### *Royall & Co.*

Dr. Tucker showed a comparison of on-campus freshman applications and freshman admissions from 2016 to 2017. Freshman applications have increased significantly from 948 in 2016 to 7,132 in 2017 due to the outstanding efforts of Royall & Co. Of these applications, we have increased freshman admissions from 652 in 2016 to 3,246 in 2017. Transfer applications have increased from 223 in 2016 to 407 in 2017, with freshman admissions increasing from 133 in 2016 to 185 in 2017. The transfer applications and admissions increase can be attributed to the efforts of the UWA admissions recruiting staff. The positive trend continues with housing, where total applications have increased from 735 in 2016 to 845 in 2017. Housing applications are a strong indicator of the future enrollment. UWA is charging an enrollment confirmation fee which helps the university predict the number of incoming freshman and all historical indicators (scholarship acceptances, orientation registrations, housing applications) are significantly higher than in previous years. Mr. Richard Hester added that it is likely to expect additional freshman due to admissions staff continuing to recruit. It is approximated that UWA will have at least 475 incoming freshmen this Fall.

##### *The Learning House*

Dr. Tucker presented the enrollment count comparison from 2016 to 2017. Total enrollment from Spring One to Fall Two has increased from 9,655 students in 2016 to 12,400 students in 2017. Spring One, Spring Two and Summer One 2017 are actuals, with Summer Two, Fall One and Fall Two 2017 being conservative estimates. The Summer One 2017 session is the highest online enrollment in several years. This increase in online enrollment translates to an increase in revenue from \$13,482,478 in 2016 to \$14,401,569 in 2017. Summer One, Summer Two, Fall One, and Fall

Two 2017 are revenue estimates, and Spring One and Spring Two show UWA paying the revenue share owed to the Learning House. The Learning House is also targeting sophomores and juniors which has not been done before at UWA.

Mr. Alex Saad stated that it is extremely exciting to see these outstanding numbers and applauds the university administration for bringing this to the Board, and for the Board to take the steps to approve. Dr. Tucker echoed these comments and applauded the Board for approving these endeavors because it was not without risk to go in this direction.

#### C. Campus Safety and Security Overview

Dr. Tucker introduced Chief Jeff Manuel, Director of Public Safety and Emergency Preparedness. Chief Jeff Manuel stated that UWA was recently awarded the safest campus in the State of Alabama by ADT. The university campus police strive to keep the campus safe and all members in the department have 15+ years of experience. His staff continuously trains by performing what-if scenarios, to ensure they are able to handle anything that might occur, such as active shooters on campus. The university also has a K-9 who is trained to identify possible bombs. The UWA Campus Police force daily duties include patrolling, investigating crimes on campus, locking/unlocking buildings, enforcing parking infractions, answering calls and complaints, and unlocking cars/jump starting cars. They also perform Emergency Preparedness inspections to ensure that all areas of campus have fire extinguishers, AED's and fire alarms.

#### D. Special Recognition

Dr. Tucker recognized The College of Business and Technology who recently completed the 10-year reaffirmation process for accreditation by the Accreditation Council for Business Schools and Programs. The process involves completion of a one-year self-study report followed by a site visit by representatives of the ACBSP commissioners. The Site-Visit team submits a detailed report of strengths and opportunities for improvement in each of the six standards to the Commission for review and accreditation decision. ACBSP accreditation focuses on recognizing teaching excellence, determining student learning outcomes, and continuous improvement of curriculum and processes. Thanks to the dedication, leadership, and coordination of Dr. Mitzi Green and Dr. Aliquippa Allen, and the hard work of all the faculty and staff, the College of Business and Technology was awarded full accreditation without condition or note for all its business programs, including initial accreditation for the MBA.

Dr. Tucker also acknowledged The Julia S. Tutwiler College of Education who recently received re-accreditation through 2021 based on the National Council for Accreditation of Teacher Education (NCATE) standards. NCATE's performance-based accreditation system for teacher preparation ensures that teacher candidates are prepared to make a difference in P-12 student learning. The programs within the College of Education have met rigorous standards set forth by the professional education community. This mark of quality and distinction provides a great source of pride for UWA, our faculty, partners, and current and prospective teacher candidates.

Mr. Jerry Smith stated that he appreciates the leadership of Dr. Ken Tucker and the quality of the UWA faculty and staff.

### X. **Report from the Board President**

Mr. Jerry Smith presented the schedule for the quarterly Board meetings from September 11, 2017 through June 4, 2018. ***On a motion by Dr. John Killian and seconded by Mr. Thed Spree the board schedule was approved as presented. This motion passed.***

Mr. Jerry Smith announced that the board is considering a board retreat for the September meeting. He would like feedback from all members regarding this concept and possible agenda items. The possible board retreat would begin on Sunday evening with meetings for all members starting on Monday at a location to be determined. Mr. Justin Smith added that the felt a board retreat was a great idea and would provide an informal atmosphere for discussion and relationship building.

### XII. **New Business**

#### Board Resolutions

Mr. Justin Smith presented a resolution that stated WHEREAS, The Board of Trustees has previously appointed a K-12 AD HOC Committee to investigate the current educational environment and opportunities within the community; and WHEREAS, The Board did at its March 6, 2017 meeting authorize the President of the University to participate in and use necessary resources to assist with the formation of a 501(c)(3) corporation to be known as The University Charter School in order to complete and process an application with the State of Alabama for a charter school, to be located on the University campus; WHEREAS, the University President did appoint a working group of employees and other representatives of the Community to work with the Ad Hoc Committee to assist in the drafting of an application for a charter school which has been completed and was filed on May 1, 2017 applying for a charter school to be known as The University Charter School to be located on the University of West Alabama campus. NOW, THEREFORE, BE IT RESOLVED,

by the University of West Alabama Board of Trustees at a regular meeting called on June 5, 2017, a Quorum being present, as follows:

1. That The Board does by the adoption of this Resolution publically commend and congratulate the Ad Hoc Committee and all of those who assisted in the working group, including University officials and employees, for their hard work and dedication in completing the application for a charter school to be located on the University of West Alabama Campus which shall be known as the University Charter School, which application was filed on May 1, 2017.

2. That the sacrifice and hard work that the Ad Hoc Committee and the working group dedicated to the completion of the Charter School's application was outstanding and Board desires to publically thank and congratulate each person who worked on and assisted in the completion of the Charter School application.

3. That this Resolution shall become effective immediately upon its adoption by the Board of Trustees and done this the 5<sup>th</sup> day of June, 2017.

***On a motion by Mrs. Sheila Cloud and a second by Mrs. Jean Anderson the Charter School Resolution was approved as presented. The motion passed.***

Mr. Jerry Smith asked all Charter School Application team members present to stand and be recognized.

Mr. Alex Saad announced his resignation from the UWA Board of Trustees. He stated that current health problems were a huge factor in his decision. He added he has made a lot of friends and a lot of memories in throughout his 17 years as a Board of Trustees member. He has seen a lot of changes such as new buildings, the start of online programs, the offering of a Master's degree in the COBT, and several new sports added. He sees a new attitude throughout all board members and the UWA administration and knows that the university will continue to have tremendous success.

Mr. Jerry Smith presented a resolution that stated WHEREAS, Alex J. Saad has had a long and distinguished association with the University of West Alabama (the "University"), commencing in 1971 with his enrollment as a student, his receiving a Bachelor's of Science degree in Business Administration in 1975 and his service as a member of the University Board of Trustees from 2000 until the present day; and WHEREAS, during Mr. Saad's enrollment as a student at the University, he was a member of the student government association, selected as an outstanding Senator, served as the President of the Delta Chi fraternity pledge class, as pledge councilor and was voted as outstanding brother in 1975; and WHEREAS, in 1990 Mr. Saad was instrumental in establishing the Mobile chapter of the University's National Alumni Association and today remains one of its most active members. From 1992 through 2000 he served as a member of the Board of Directors of the University of West Alabama Foundation; and WHEREAS, in 1991, in recognition of Mr. Saad's many contributions to the University, he was inducted into the Society of the Golden Key and in 2000 he was appointed to the University Board of Trustees, serving in many capacities including President pro tempore of the Board, Chairman of the Finance Committee, and as a member of various other committees of the Board of Trustees until the present time; and WHEREAS, the Board of Trustees of the University of West Alabama desire to publically commend and thank Alex J. Saad for his outstanding association with and service to the University of West Alabama for more than 45 years. THEREFORE BE IT RESOLVED, by the University of West Alabama Board of Trustees, at a regular meeting, duly called on June 5<sup>th</sup>, 2017, a quorum being present, as follows:

1. That the Board of Trustees of the University of West Alabama, by the adoption of this Resolution, does express its sincere gratitude to Alex J. Saad for his outstanding association with and his dedicated service to the University of West Alabama for more than 45 years.
2. That the Board of Trustees does by the adoption of this Resolution publicly commend Alex J. Saad for this long, outstanding, and exemplary services to the University of West Alabama Board of Trustees since 2000 to the present.
3. That the Board of Trustees does direct that a copy of this Resolution, after its adoption, be distributed to Alex J. Saad and to such other person or organizations as deemed appropriate by the President of the University.
4. This Resolution will be become effective immediately upon its adoption by the University of West Alabama Board of Trustees.

DONE THIS 5<sup>th</sup> day of June 2017.

***On a motion by Mr. Terry Bunn and seconded by Mrs. Jean Anderson the resolution was approved. This motion passed.***

All Board members stood in acknowledgement of the approval of the resolution.

Mr. Terry Bunn expressed that he and Mr. Alex Saad started a lifelong friendship at this university. He added that his greatest privilege has been to serve on this board with him. He is a man of principle, honor and stands for what he believes. He will be greatly missed and appreciates all of his contributions to this institution.

Mr. Thed Spree acknowledged all of Mr. Saad's accomplishments while serving on the Board and appreciates his loyalty and friendship.

Dr. Tucker spoke to the depth of Mr. Saad's institutional knowledge from the perspective of the administration and staff. Mr. Saad is always prepared, reads his materials and has been in a number of leadership roles while serving on this Board. He is a man of principle, integrity, honor and his leadership, guidance and friendship will be greatly missed.

**XII. Other Business**

There was no other business.

**XIII. Adjourn**

Mr. Jerry Smith asked for a motion to adjourn. ***Mr. Alex Saad moved to adjourn; Mr. Terry Bunn seconded the motion; and the meeting adjourned at 2:20 p.m.***

Respectfully submitted,

*Katie Beard*

Assistant Secretary to the Board