

# UNIVERSITY OF NORTH FLORIDA



8057 Arlington Expressway / Post Office Box 17074  
Jacksonville, Florida 32216 / Phone 904-725-7730

# directions

JACKSONVILLE, FLORIDA

VOLUME 1, ISSUE 3

SUMMER, 1972



## UNF OPENING OCT. 2

"Every day is a critical day," says Hilton Meadows, director of physical facilities for the UNF, when asked about the campus construction progress of the new University.

Meadows and his chief engineer, Tom Bostwick, the former general manager of the Jacksonville Electric Authority, monitor every aspect of the project—down to the "micro-dimensions."

Every day's progress is critical to the final completion schedule because of the "fast-track" building method designed by architects Reynolds, Smith and Hills, which compresses design and construction time.

Meadows believes that the completion date will be well before the opening date of Oct. 2.

Construction of the office building and the library is geared toward immediate occupancy. The library and all administrative offices except the computer center will be moved

from their present quarters in the Florida State Chamber of Commerce building to the campus with as little disruption as possible.

The classroom and laboratory buildings are scheduled for completion in September. The computer center, which will be housed in the classroom building, will be the last to move so as to minimize confusion during the registration period.

The University of North Florida has bid two major contracts for the campus construction in Phase 1B. Both were awarded to Wesley of Florida, Inc. One includes all four academic buildings. The other covers construction of two physical facilities buildings. This contract was the latter to be bid but will be the first completed. Occupancy of the central equipment building—the "mechanical heart" of the University—should be soon. This building includes the physical

*Photo courtesy of Rocco Morabito,  
Jacksonville Journal*

facilities office space.

"Tom Bostwick is riding herd on the progress of the major central services," notes Meadows, "which includes sewage handling, main water supplies, central heating and air conditioning supply lines, mechanical control and fire alarm systems, and the main electrical transformation and distribution systems."

Bostwick has organized a Contractors Coordinating Committee composed of all contractors and sub-contractors involved in the UNF project. Led by Bostwick, this committee meets regularly to discuss progress on each phase of construction.

The contract to Wesley of Florida, Inc. for the four academic buildings totals \$2,966,414.19, of which \$1,676,722 has been paid to the contractors as of this writing. By May 1, \$557,366 had been paid

*continued on pg. 4*

# Young Team Leads UNF Business

A youthful team of administrators has been assembled to lead the business end of the University of North Florida. Headed by Dean Jim C. Haywood, who joined the UNF embryonic staff more than two years ago from the Board of Regents office, Administrative Affairs is responsible for nearly everything no one else wants to do.

Included under Administrative Affairs are the departments of finance and accounting, purchasing and auxiliaries, physical facilities and personnel.

The director of administrative services oversees the departments of purchasing and auxiliaries and the department of personnel. In this capacity, C. Ward Hancock, a Citadel graduate, must interpret rules, policies and statutes, and prepare and review various studies, research projects and recommendations directed.

"Because the University of North Florida is just setting itself up," said Dean Haywood, "all the departments are working harder than ever now. Essentially, with a much smaller staff, we are doing more work, volume-wise, than any of the older established universities in the system."

## Purchasing and Auxiliaries

In the University's brief existence, the total expenditure for the purchase of equipment and supplies has exceeded \$1 million. From office chairs and water coolers to insignia-imprinted T-shirts, the purchasing department has been handling thousands of dollars each week, supplying the UNF with the materials to start a university.

Walter G. (Jack) Winstead, director

of purchasing, came from the University of Florida where he was purchasing officer, and, later, assistant purchasing director. He is a graduate of the University of Florida with a master's degree from George Washington University.

Duplicating and internal printing is done by auxiliaries as well as supplying the offices with stationery needs. Henry Bazzell, a former Department of Defense employee, supervises printing.

## Finance and Accounting

The money buying all the necessities of a new University is itemized in the books of the finance and accounting department headed by Robert E. Wallace, controller. A graduate of the University of Akron, Wallace was assistant director of finance and accounting at the University of South Florida before joining the UNF.

Assisting the controller with the design, implementation and maintenance of the accounting system is Ernest Wild, internal auditor. A certified public accountant, Wild is graduate of the University of Florida and was internal auditor there for more than two years.

Analyzing the budgetary needs, including six-year projections, is the duty of budget officer J. Richard Hirté. Twenty-four-year-old Hirté received both his bachelor's and master's degrees from the University of Florida, where he also gained experience as a systems analyst.

## Personnel

More than 750 hopefuls have passed through the offices of the personnel department of the UNF in

the past year. Positions open continually, from groundskeeper I to academic department chairmen, bringing in droves of applicants for employment with a young and growing institution.

To date, 157 non-faculty positions have been filled, and the number is growing, according to P. Ken Wilson, director of personnel.

"From June to September of this year, the UNF will be hiring 137 additional people," Wilson explained. "We will be employing more faculty and staff than any of the older universities, this year and the next."

Wilson joined the UNF from the Florida State Bureau of Classification and Pay, where he was supervisor for two years. He is a Florida State University graduate in business administration.

Doing much of the interviewing and testing of applicants is Ken L. Johnson, employment manager. Johnson, 25, received his bachelor's degree in social science from Edward Waters College and worked with the City of Jacksonville's Community Relations Division.

## Physical Facilities

The UNF -campus development, including maintenance and utilities operation, communications services, transportation, grounds and landscaping, and construction coordination is under the watchful eye of Hilton T. Meadows, director of physical facilities.

Meadows, a registered landscape architect in Alabama and Florida, was primarily responsible for the beautiful landscaping at the University of West Florida. He earned both his bachelor's and master's degrees from the University of Florida.

Working closely with Meadows are Tom Bostwick and Larry Davis, University engineers. Bostwick puts his experience gained in his 35 years with the City of Jacksonville's electric and water utilities to good use at the UNF.

Davis, engineer I, is a graduate of both Pensacola Junior College and the University of West Florida. He spent two years as a draftsman with the Escambia County Tax Assessor.

The UNF has on staff a director of security, John Plumb, who is a former security officer for the Barnett Bank of St. Augustine. He and a team of security officers will be the guardians of the buildings and campus grounds.



*A partial assemblage of the Administrative Affairs' multi-faceted team.*

# P & E Plans University's Future

The office of planning and evaluation encompasses physical planning, institutional research and the University computing and data processing functions.

Dr. James E. Dungan, dean of planning and evaluation came to the University of North Florida from responsibilities as director of academic services at the University of West Florida—also an upper division institution. He was the first staff member appointed by President Carpenter, coming to Jacksonville in September, 1969.

Dean Dungan has been responsible for the overall direction of physical and master planning for the campus and liaison with the architectural firm overseeing campus construction.

Other officers on the staff are Eugene F. Harrie, campus architect, and Fred Simmons, director of information systems.

Harrie serves as physical plant consultant, working with Dean Dungan to make growth plans for the UNF architecturally and educationally sound. He brought his architectural and engineering experience with him from the University of California at Riverside, where he was campus architect.

Fred Simmons supervises the vast workings of the computer center, including keeping records of budgets and payrolls, mailing lists, course registration and University admissions.

Simmons has worked with industry and on the staffs of both Florida Atlantic University and the University of West Florida.

This public document was promulgated at an annual cost of \$2,580.55 or 12.9 cents per copy to inform students and the general public about the development of the University of North Florida.

"directions"  
is published periodically  
for the University of  
North Florida by the  
Division of Public Relations  
Editor: Jacqueline K. Briggs



*The Planning and Evaluation group gets wrapped up in its work.*

## URD Works for Advancement

"Advancement of the University is our basic mission," says Dean George Corrck in describing the function of the office of University Relations and Development. "More specifically, we are concerned with all means for gaining understanding of the University and its purposes and developing support for those purposes."

Dr. Corrck explained that support, whether it is in public attitude, legislative funding, or private contributions, is rooted in understanding.

"As a public university," added Dr. Corrck, "we have a responsibility to explain and interpret our mission to the public who are our ultimate stockholders."

The three major staff functions contained within University Relations and Development are public relations, publications and development. The first encompasses news and feature reporting, speaking engagements, exhibits, and a wide variety of interpretive activities. This function, as well as development and production of University publications, is the responsibility of Lewis (Skip) Livingston, director of public relations.

Since his appointment in the fall of 1970, Livingston, a former Daytona Beach and Orlando newsman who earned a master's degree in political science, has been primarily concerned with broadening community awareness of the impending opening of the University.

His responsibilities have included preparation of student recruitment brochures, the scripting and production of a University film, the editing of the University's first catalog, and a program of media relations to make potential students aware of educational opportunities at the University.

On the development side, a major effort has been devoted to the organization of the University of North

Florida Foundation, Inc., a separate, non-profit tax exempt corporation directed by a board of prominent area business and professional men.

With the dual purpose of advising the University in its effort to respond to community needs and solicitation of private funds, the Foundation has quickly become a meaningful support arm for the University. Currently it is conducting a program seeking the involvement and financial support of volunteer alumni, persons contributing to a fund for financial assistance for worthy and qualified students.

Dean Corrck, who directs the office of University Relations and Development, came to the UNF from the University of Florida where he served as director of development services and assistant to the President. He is a native Floridian, began his career in journalism, and earned the doctorate in educational administration at the University of Florida.



*The dynamic University Relations and Development office.*



Student assistants Karen Ennis, left, Julia Mitchell, and Barry Chambers, show off their new UNF-encrested shirts while touring the campus site.

## UNF opening, from pg. 1

toward the \$1,621,344 physical facilities contract.

Beyond the work by the building contractors, the City of Jacksonville is coordinating other projects timed for the University's opening.

Through the dense forests surrounding the campus, the Jacksonville Electric Authority followed the difficult installation routes for the power supply lines into the campus buildings.

The City's Division of Water and Sewage is installing sewerage transport lines which will take the campus' sewage to the Center Park sewage treatment plant.

St. John's Bluff Road has been paved and graded from Beach Blvd.

**directions**  
**University of North Florida**  
**Box 17074**  
**Jacksonville, Florida 32216**

# Bookstore Opens in Annex

The temporary quarters of the University of North Florida bookstore in the UNF annex does not allow for much display space, but the shelves in the office of Marty Weitsen, bookstore manager, are full of wares.

Weitsen, a long-time buyer-supervisor for the Brown Shoe Company, joined the UNF staff in February, anxious to begin pulling the bookstore together.

Weitsen has ordered a variety of items encrusted with the University name and seal, including ceramic mugs, ashtrays, cups, and vases, T-shirts and tank tops, key chains and jewelry.

In addition to the text books, No. 2 pencils and spiral notebooks usually

carried by University bookstores, the UNF shop will stock candles, Soft Touch greeting cards, posters and figurines.

Blue and white UNF decals for automobile window display are now available in small seal or extended name form. Orders for shirts and jewelry may be placed by stopping in the bookstore office, in the Village Square shopping center on Townsend Blvd.

As the University opening nears, book lists will be prepared for the ordering of texts and student reference materials which will then fill the rows of shelves in the new bookstore on campus.

to the entrance of the new J. Turner Butler Blvd. The main entrance road to the campus is substantially completed with only the signage, lighting and markings of the road yet to be done.

The J. Turner Butler Blvd., which leads directly into the campus, is at least two weeks ahead of its completion schedule, according to James Gast, vice president of Sverdrup & Parcels & Associates, Inc., engineers for the project. The scheduled date for completion is Sept. 15, but Gast estimates that all but lighting and markings will be completed by Sept. 1.

The main entrance road will lead the students to one of two parking

lots, for which grubbing and clearing was started May 1. These lots will offer more than 300 parking spaces at a cost of \$216,000. Another 1,400 parking spaces will be provided later in two additional lots.

The wildlife and foliage in the campus area lend themselves easily to the establishment of nature trails throughout the 1,000 acre site, and a series of bike trails is planned.

A 20-acre lake near the main entrance road on campus holds a two-acre island. A footbridge to the island is under construction. It is the one of three main lakes on campus, serving in the total water preservation and drainage system.

Nonprofit Org. U.S. Postage Paid Jacksonville, Fla. Permit No. 3558
---