

(ON LETTERHEAD)

July 7, 2013

Mr. Lee Gore
General Counsel's Office
University of West Florida
11,000 University Parkway
Pensacola, FL 32514



Dear Lee,

I am pleased that you passed the Florida Bar and I look forward to your admittance. I understand that your long tenure as an attorney in Mississippi requires that you submit extensive paperwork for consideration by the Florida Board of Bar Examiners. I am requesting that you expedite that process of submitting your credentials of good standing, and any other documents required to the required courts and bar by July 31, 2013.

At this time, I am appointing you as Special Assistant to the President. Your work assignment will continue in the Office of the General Counsel with appropriate reviews of your legal work by Florida licensed attorneys within the office. It is my understanding, in consultation with you that this practice has occurred during your term of employment at UWF, with Anita Schonberger acting as your reviewer. I ask that you formalize this process in writing by July 12, 2013, and send me a copy. You must continue to follow this process.

The University of West Florida needs all of our attorneys to be members of the Florida Bar, especially our General Counsel. Further, your initial offer letter stated, "You are expected to become a member of the Florida Bar within one year of employment, and failure to do so can result in termination of your employment." Because you did not take the Florida Bar exam to be admitted to the Bar in your first year of employment (by October 2012), I gave you an extension until February 2013 to sit for the Bar. While you did that, and passed, you still are not admitted to the bar. Therefore, I am giving you until October 31, 2013 to become a member of the Florida Bar or it will result in the termination of your employment, no further notice will be provided. The University must have a General Counsel that is a Florida licensed attorney. Please keep me informed of the progress.

Sincerely Yours,

Judith A. Bense, Ph.D.
President

cc: Lee Gore Personnel File