

Minutes
Board of Trustees Meeting
University of Central Florida
January 29, 2015

Chair Olga Calvet called the meeting of the Board of Trustees to order at 1:00 p.m. in the Fairwinds Alumni Center on the UCF Orlando campus.

The following board members attended the meeting: Chair Olga Calvet, Weston Bayes, Clarence Brown, Richard Crotty, Robert Garvy, Ray Gilley, Marcos Marchena, Alex Martins, Reid Oetjen, and John Sprouls. Trustee Jim Atchison attended via teleconference call.

WELCOME

Calvet reminded the board that the meeting was covered by the Florida Sunshine Law and that the public and press were invited to attend.

She welcomed the board members and called on Rick Schell, Associate Corporate Secretary, to call the roll. Schell noted that a quorum was present.

Calvet welcomed public comment from William Shaffner, Director of Business Development & Government Relations at the Missouri Higher Education Loan Authority, and Christine Wydra, an alumna of UCF.

Calvet called for approval of the November 20, 2014, board meeting minutes, which were approved.

Calvet called on John C. Hitt for remarks and introductions.

REMARKS

President Trevor Colbourn

Hitt announced that UCF's second president, Trevor Colbourn, died earlier this month. Hitt stated that Dr. Colbourn was a trailblazer who left behind an enduring legacy of service to UCF and to Central Florida. Hitt extended condolences to Beryl, Dr. Colburn's wife of 66 years, and to his family. Hitt announced services were scheduled for Monday, February 2, 2015, at 2:30 p.m., at the All Saints Episcopal Church in Winter Park.

Carnegie Community Engagement Classification

Hitt announced that UCF has earned the 2015 Carnegie Community Engagement Classification, which is based upon the extent and depth of our engagement with local, national, and global communities.

UCF was the first university in the State University System to receive full classification in 2006, and it is one of six universities in the Florida system to be designated a “community-engaged institution” and one of only twenty-five public universities in the nation designated both a “very high research” university and “a community engaged institution” by the Carnegie Foundation. Hitt referred the board members to their FYI materials for a copy of the application for reclassification and suggested they share these examples with legislators, donors, and friends. Hitt reported that Beth Barnes, Vice President *Emerita* and Special Assistant to the President, chaired the team of faculty members and administrators who completed the Carnegie application. Hitt thanked Barnes and those team members who were present.

Hitt referred the board members to the Board of Governors’ 2013-14 System Accountability Report included in their meeting materials, and he asked that they review the report at their convenience.

INTRODUCTIONS

Hitt congratulated the following staff members.

A. Employee of the Month

The Employee of the Month for October was Michael McCombes, a computer specialist with Regional Campuses.

The Employee of the Month for November was Fran Ragsdale, a program assistant in the UCF Center for Success of Women Faculty.

The Employee of the Month for December was Coral Rojas, a program assistant for Academic Affairs.

REPORTS

Hitt announced that Trustee *Emerita* Dr. Phyllis Klock previously chaired the committee that prepared a report on the UCF Presidential Selection Plan, a policy which had been in place for several years. Calvet stated that the plan was acknowledged by the Association of Governing Boards as being a national model for such policies. Calvet called on Klock to provide her report.

Klock gave a report on the UCF Presidential Selection Plan Report and she reminded the board of the need to update it annually.

Dale Whittaker, Provost and Vice President, presented a report on UCF Downtown.

Schell noted that the proposal form for UCF Downtown requires support letters from the community and business interests. He welcomed the board to submit support letters to him by February 10, 2015.

CONSENT AGENDA

A motion was made to accept the consent agenda, and members of the board unanimously approved the following action.

- FF-1 2014-15 UCF Convocation Corporation Amended Budget—Approval of the amended 2014-15 operating budget for the UCF Convocation Corporation.

ADVANCEMENT COMMITTEE REPORT

Rich Crotty, Chair of the Advancement Committee, reported the highlights from the committee meeting held earlier in the day.

- Dan Holsenbeck, Vice President for University Relations, presented a summary of the Governor's current budget recommendations relative to higher education. Holsenbeck indicated that the Board of Governors was scheduled to meet on February 19, 2015, for a special session to discuss university requests, including the UCF Downtown proposal.
- Robert Holmes, Vice President for Alumni Relations and Development and Foundation CEO, gave a fundraising update and reported that the Foundation exceeded the December 31, 2014, campaign milestone, and he advised that UCF had secured an additional \$40 million in commitments for the first half of the fiscal year. Holmes announced that the Alumni Association hosted a "Share the Knight" event in Naples, where Hitt, members of the Alumni Board, Foundation Board, and staff engaged with UCF Alumni to discuss the university and ask for their support of UCF Downtown. Holmes reminded the committee of the March 20, 2015, joint workshop between the board of trustees and the Foundation board.
- Grant Heston, Vice President for Communications and Marketing, introduced Patrick Burt, Interim Associate Vice President for Marketing and Communications, who gave a presentation about including the name of the city of Orlando in the UCF branding and marketing campaigns.
- Heston reported that parking revenue collected from parking Garage H on UCF game days exceeded \$130,000 this past football season and \$400,000 total since the program started. These donations were contributed to the First Generation Scholarship Fund.

AUDIT, OPERATIONS REVIEW, COMPLIANCE, AND ETHICS COMMITTEE REPORT

Jim Atchison, Chair of the Audit, Operations Review, Compliance, and Ethics Committee, reported the highlights of the committee meeting held earlier in the day.

- Robert Taft, Chief Audit Executive, provided an update on completion of the Board of Governors' Performance-Based Funding Data Certification Report. He acknowledged Kathy Mitchell, Associate Director of University Audit, and Chaynae Price, Senior Auditor of University Audit, for spearheading the work of the audit report. He also acknowledged Paige Borden, Assistant Vice President for Institutional Knowledge Management, and her team for providing support in completing the audit.

- Taft gave updates on external audits and future audit plans.
- Rhonda L. Bishop, Chief Compliance and Ethics Officer, gave an update on the university's conflict of interest and outside activities disclosure process.
- She reported that on October 16-17, 2014, the U.S. Department of State visited UCF for inspection of its export control program. During the exit meeting, the Department of State noted that they would be using UCF's program as a model as they review other export control programs around the country.
- Bishop gave an update on the State University System Compliance Consortium program, which was started in 2013.
- Bishop provided an athletics compliance program update.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

Robert Garvy, Chair of the Educational Programs Committee, reported the highlights from the committee meeting held earlier in the day.

- Dale Whittaker, Provost and Vice President for Academic Affairs, gave a presentation on a proposal to establish a New Type I Campus in downtown Orlando, and he recommended its approval.

Garvy presented the following item for board approval.

EP-1 Proposal to Establish a New Type I Campus—A motion was made and unanimously passed by the board approving the proposal to establish a New Type I Campus.

- Whittaker reviewed the success of the initiative to hire 100 new faculty members. To complement this initiative, the university has launched a national media campaign with the goals of recruiting faculty candidates and promoting the university.
- Paige Borden, Assistant Vice President for Institutional Knowledge Management, presented data about the percentage of undergraduate student credit hours taught by instructor type. She also provided data about the university's student to faculty ratio.

FINANCE AND FACILITIES COMMITTEE REPORT

Marcos Marchena, Chair of the Finance and Facilities Committee, reported highlights from the committee meeting held on December 3, 2014, and earlier in the day.

He noted the item approved in the consent agenda, and he presented the following item for board approval.

- FF-2 UCF Convocation Corporation Transfer of Funds to the Golden Knights Corporation—A motion was made and unanimously passed by the board approving the UCF Convocation Corporation transfer of funds to the Golden Knights Corporation.

- William F. Merck II, Vice President for Administration and Finance and Chief Financial Officer, reported on the UCF Convocation Corporation transfer of funds to the Golden Knights Corporation. He announced that the purpose of the transfer was to fund the construction of the East Side Club.

ANNOUNCEMENTS AND ADJOURNMENT

Chair Calvet announced the following upcoming meetings:

Board of Governors meetings	February 19, 2015 (Tallahassee Community College)
	March 18-19, 2015 (Florida A&M University)
UCF Foundation Retreat	March 20, 2015 (NorthView Student Housing)
Board of Trustees meeting	March 26, 2015 (FAIRWINDS Alumni Center)
AGB National Conference on Trusteeship	April 19-21, 2015 (Arizona Biltmore, Phoenix, AZ)

Calvet advised that the tour of the College of Engineering and Computer Science labs would immediately follow the meeting.

Calvet adjourned the board meeting at 1:57 p.m.

Respectfully submitted: _____ Date: _____

John C. Hitt
Corporate Secretary