

Minutes
Board of Trustees Meeting
University of Central Florida
January 13, 2017

Chairman Marcos Marchena 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.

Marchena asked everyone to stand to observe a moment of silence in recognition of the two law enforcement officers who lost their lives, Master Sgt. Debra Clayton and Deputy First Class Norm Lewis, who were alumni of UCF.

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

WELCOME

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

The following board members attended the meeting: Chairman Marcos Marchena, Vice Chair Robert Garvy, Ken Bradley, Clarence Brown, Christopher Clemente, Joseph Conte, Keith Koons, Beverly Seay, John Sprouls, David Walsh, and William Yeargin. Trustee Alex Martins attended via teleconference call.

PUBLIC COMMENT

Shelby Graves, a senior with Burnett Honors College, advised the board that Autism Awareness Day is April 2, 2017. She asked UCF to consider supporting World Autism Awareness. Marchena asked William F. Merck II, Vice President for Administration and Finance and CFO, to consult with Graves.

MINUTES

Marchena called for approval of the November 17, 2016, and December 1, 2016, meeting minutes, which were approved.

Marchena called on Hitt for remarks and introductions.

REMARKS

Hitt reported that UCF's oneness with its community was again brought home. Two members of the university family died in service to Orlando and Orange County, and Hitt stated that we mourn their loss while we take pride in their commitment to help others. Hitt extended

condolences to the families and friends of Master Sgt. Debra Clayton and Deputy First Class Norm Lewis.

Hitt announced that during the December 2016 commencement ceremonies, UCF awarded its 300,000th degree.

Hitt stated that the Florida Agency for Health Care Administration has approved the certificate of need, which is an essential step toward the founding of UCF's College of Medicine's proposed academic hospital at Lake Nona. Florida Hospital filed a petition seeking that the approval of the certificate be conditioned on the hospital being a joint venture between the University of Central Florida and the Hospital Corporation of America.

Hitt reported that marketing will begin soon for Legacy Pointe at UCF, the university's retirement community planned for the McCulloch and Old Lockwood Roads area. A target opening is set for 2020.

Hitt announced that UCF's men's and women's basketball teams are enjoying a winning season. After sixteen games, men's basketball has a 12-4 record with women's basketball at 10-6.

Hitt reported that UCF's women's and men's tennis teams will play their first matches at the new home of UCF tennis at Lake Nona.

Hitt reported that UCF and Orange County have devised a joint safety plan for UCF's main campus entrance along Alafaya Trail. The new measures include mid-block crossings, pedestrian lighting, and updated signals; additional right-of-way along the east side of Alafaya Trail for an expanded pedestrian-bike path; and the creation of pedestrian landing pads as safety zones at the main campus entrance.

Hitt referred the board to the Burnett Honors College data sheet included in their meeting materials. He asked that the trustees note the comparison between the Burnett Honors College and New College.

Hitt introduced a video produced by the Division of Communications and Marketing highlighting the best of 2016. He noted that it has been viewed by more than 557,000 people on Facebook.

INTRODUCTIONS

Hitt noted that the U.S. Department of Education, Office of English Language Acquisition, has awarded the College of Education and Human Performance ESOL Professor Joyce Nutta and UCF College of Arts and Humanities faculty members Florin Mihai and Kerry Purmensky with a five-year, \$2.4 million grant for researching ways to improve the preparation of our college's elementary education teacher candidates.

REPORTS

Marchena called on Merck, and Tracy Clark, Associate Provost for Budget, Planning, and Administration and Associate Vice President for Finance, who reported on the following.

- INFO-1 Overview of the UCF Budget Process

ADVANCEMENT COMMITTEE REPORT

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

- Dan Holsenbeck, Senior Vice President for University Relations, gave a legislative update, including a summary of Senate Bills 2 and 4, as they pertain to UCF. Holsenbeck referred the board to the Advancement Committee packet included in their meeting materials, and he noted that it included contact information for the House and Senate delegations, a list of UCF Alumni in the House and Senate, and lobbying policies for UCF staff and trustees.
- Grant Heston, Vice President for Communications and Marketing, provided highlights from UCF's Giving Tuesday Campaign that raised more than \$33,000 in 24 hours, with 250 donors. He stated that the campaign was a university-wide collaboration between Communications and Marketing, the Advancement division, the colleges and units, and other campus departments. Heston showed a video announcing the launch of a 24-7 PBS Kids Channel. This is the first channel lineup change since WUCF started in July 2011.
- Michael Morsberger, Vice President for Alumni Relations and Development, and CEO, UCF Foundation, presented the IGNITE Campaign Case Statement, which provides a high-level summary of the campaign's priorities and call-to-action. Morsberger shared a video that will be shown at alumni events across the country.

AUDIT, OPERATIONS REVIEW, COMPLIANCE, AND ETHICS COMMITTEE REPORT

Beverly Seay, Chair of the Audit, Operations Review, Compliance, and Ethics Committee, reported the highlights of the committee meeting held on December 14, 2016.

- Rhonda L. Bishop, Chief Compliance and Ethics Officer, and Robert Taft, Chief Audit Executive, provided an overview of the revisions to the committee's charter. Bishop provided an overview of the revisions to the Internal Compliance, Ethics, and Risk Charter. She presented information on the annual conflict of interest and commitment initiatives report, and an update of the 2016-17 Work Plan status of all activities. Bishop provided an update for the University Compliance Ethics and Risk Program. In her update on the Athletics Compliance Program, she reported that UCF's probation will end on February 9, 2017.
- Taft presented the university's revised internal audit charter that required revisions based on the Board of Governors' new regulations. Taft then discussed the Board of Governors'

Performance-based Funding Data Integrity Certification Audit Report, along with the Performance-based Funding Data Integrity Certification Form.

- Maureen Binder, Associate Vice President and Chief Human Resources Officer, provided an update on the Fair Labor Standards Act.

COMPENSATION AND LABOR COMMITTEE REPORT

John Sprouls, Chair of the Compensation and Labor Committee, reported the highlights from the committee meeting held earlier in the day.

- Sprouls provided an overview of the repeal of University Regulation UCF-10.010 and the amendment of three other regulations to conform with the repeal of UCF-10.010. He noted with changes to the application procedures and the employment contract practices at the College of Medicine, the medical school will now conform to the university's existing discipline and termination guidelines.
- Sprouls reported the ratification of the Collective Bargaining Agreement with the American Federation of State, County, and Municipal Employees.
- Binder provided a summary of the university's response to the Fair Labor Standards Act regulations that were changed mid-year to be adopted in December 2016. She noted that a federal court injunction in November temporarily halted the FLSA regulation changes from proceeding.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

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

- A. Dale Whittaker, Provost and Executive Vice President, presented Faculty Spotlight (INFO-1), and he introduced Fei Liu, an assistant professor in the Department of Computer Science. Liu leads UCF's Natural Language Processing Group, whose mission is to develop natural language technologies that improve human language understanding and process.
- Whittaker gave an update on the university's activities to achieve preeminence and to further research (INFO-2). He reported that UCF is ranked in the top 100 by the National Science Foundation in its research and development expenditures.
- Whittaker gave a presentation on student debt (INFO-3). He noted that the majority of increase in student debt is seen in for-profit and 2-year institutions. Whittaker reported that nearly half of UCF students graduate with no debt. UCF students' average debt is less than \$22,000 with a default rate that is well below the national average.

FINANCE AND FACILITIES COMMITTEE REPORT

Robert Garvy, Vice Chair of the Finance and Facilities Committee, reported the following highlights from the committee meeting held on December 7, 2016.

- Lee Kernek, Associate Vice President for Administration and Finance, reported on a minor amendment to the UCF 2015-25 Campus Master Plan Update to modify the Urban Design and Capital Improvements map and the Capital Improvements List in order to add six new projects in downtown Orlando, four new projects on the main campus, and one renovation of the Florida Solar Energy Center.
- Clark reviewed the University Draft Audited Financial Report for 2015-16, the key financial ratios for UCF as of June 30, 2016, and the key financial ratios for UCF as compared to the State University System as of June 30, 2015. Clark also presented the University Operating Budget Report for the quarter that ended September 30, 2016, along with the UCF Investments Quarterly Report for the same quarter.
- Merck and John C. Pittman, Associate Vice President for Administration and Finance, Debt Management, reported on the Direct Support Organizations' 2016-17 First-Quarter Financial Reports.
- Chair Alex Martins provided an update on a public comment made by a student at a previous Board of Trustees meeting concerning space being used by student organizations in the College of Engineering.

CONSENT AGENDA

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

- AUD-1 UCF Audit and Compliance Committee Charter—Approve UCF Audit and Compliance Committee Charter
- AUD-2 Revision of Internal Audit Charter—Approve Revisions to the Internal Audit Charter
- AUD-3 Board of Governors' Performance-based Funding Data Integrity Certification Audit Report—Accept the University Audit's report on the Board of Governors Performance-based Funding Data Integrity Certification Process
- AUD-4 Performance-based Funding Data Integrity Certification Form—Approve the Performance-based Funding Data Integrity Certification Form to the Board of Governors
- AUD-5 Internal Compliance, Ethics, and Risk Charter—Approve the charter for University Compliance, Ethics, and Risk Office and program
- CL-1 Repeal of University Regulation UCF-10.010 Discipline and Termination for Cause of Faculty and A&P Staff Members of the College of Medicine and Amendments to University Regulation UCF-3.0124 Discipline and Termination for Cause of Non-Unit Faculty and A&P Staff Members, University Regulation UCF-3.036 Grievance Procedure for Non-Unit Faculty Employees, and University Regulation UCF-3.037 Grievance Procedure for Non-Unit A&P Employees—Approve the repeal of Regulation UCF-10.010

and approve amendments to University of Central Florida Regulations, UCF-3.0124, UCF-3.036, and UCF-3.037

- CL-2 Collective Bargaining Agreement between the University of Central Florida Board of Trustees and the American Federation of State, County, and Municipal Employees—Ratify the Collective Bargaining Agreement for 2016-19 between the University of Central Florida Board of Trustees and the American Federation of State, County, and Municipal Employees
- FF-1 Minor Amendment to the University of Central Florida 2015-25 Campus Master Plan Update—Approve a minor amendment to the University of Central Florida 2015-25 Campus Master Plan Update to modify the Urban Design and Capital Improvements map and the Capital Improvements List

ANNOUNCEMENTS AND ADJOURNMENT

Marchena announced the following upcoming meetings:

Board of Governors meetings	January 25-26, 2017 (Florida Polytechnic University)
Board of Trustees retreat	March 3, 2017 9:00 a.m.-12:00 p.m. (FAIRWINDS Alumni Center, with lunch following)
Board of Trustees meeting	March 16, 2017 (FAIRWINDS Alumni Center)
UCF Day at the Capitol	March 28, 2017 (Tallahassee)
AGB National Conference on Trusteeship	April 2-4, 2017 (Hilton Anatole, Dallas)

Marchena invited the trustees to join him for the board’s annual photo.

Marchena adjourned the board meeting at 2:24 p.m.

Respectfully submitted: _____ Date: _____
John C. Hitt
Corporate Secretary