

**Minutes
Board of Trustees Meeting
University of Central Florida
January 18, 2018**

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.

Chairman 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

He 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, Joseph Conte, Nicholas Larkins, John Lord, Alex Martins, Beverly Seay, William Self, John Sprouls, David Walsh, and William Yeargin.

PUBLIC COMMENT

Jose Rivera, president and founder of the Puerto Rican Student Association, addressed the board regarding the destruction of Puerto Rico by Hurricane Maria. On behalf of the students, he requested that the board consider extending in-state tuition for one full academic year.

Alejandro Chardon, a transfer student from Puerto Rico, asked the board to extend in-state tuition for students displaced by Hurricane Maria.

NEW BUSINESS

Marchena called on Larkins, who provided a brief update on circumstances in Puerto Rico. Larkins recommended that in-state tuition be extended for the summer 2018, fall 2018, and spring 2019 semesters.

Marchena advised that UCF had received a letter from the governor of Puerto Rico thanking UCF for the accommodations made for Puerto Rican students.

Marchena called on Maribeth Ehasz, Vice President for Student Development and Enrollment Services, who reported 1,135 students from Puerto Rico had applied to UCF, of which 356 were admitted as degree granting students. She reported that UCF has over 200 students enrolled from Puerto Rico who are benefiting from the non-residency fee being waived, as well as those students from Puerto Rico who were attending UCF prior to the hurricane. Ehasz reported that for the 2018 fall term over 200 enrollment applications have been received for displaced students

from Puerto Rico, evidence of continuing interest in UCF. President John C. Hitt stated that this is an opportunity to assist our fellow citizens.

Marchena presented the following item for board approval.

In-State Tuition Eligibility for Displaced Students—A motion was unanimously approved to extend in-state eligibility for students displaced from Puerto Rico and the Virgin Islands for Summer 2018, Fall 2018, and Spring 2019 semesters.

MINUTES

Marchena called for approval of the October 26, 2017; November 3, 2017; and November 8, 2017; meeting minutes, which were approved.

Marchena called on President Hitt for remarks and introductions.

REMARKS

Hitt congratulated Beverly Seay, who was reappointed to the board by the Board of Governors for a five-year term. He thanked her for her service to the board and to the university.

He commended the UCF Knights' football team for completing a perfect season and securing UCF's first national championship with a 34-27 victory over Auburn in the Peach Bowl. He stated that a parade was hosted by Disney World on the Sunday after the game and that the City of Orlando estimated a crowd of fans of 5,000 to 10,000 packed Church Street for the Knights' National Championship Celebration.

He announced that UCF's football student-athletes have the highest graduation rate--92 percent--out of the 12 teams competing in New Year's six bowl games.

Hitt stated that Fox35 News aired a news clip about the College of Medicine, and he shared a video featuring 18-year old Hannah Culler of Ohio, who suffers from a life-threatening immune disorder. Through the Make-A-Wish Foundation, Deborah German, Vice President for Medical Affairs and Dean of the College of Medicine, UCF med students, and faculty created a special day for Hannah, fulfilling her dream to be a medical student for a day at UCF's College of Medicine.

INTRODUCTIONS

Hitt congratulated the following members of the UCF community.

A. Student

Andrew Aboujaoude was awarded the SUS Florida Campus Compact Student Excellence in Service Award for 2017. In addition to this award, Florida Campus Compact has recognized UCF with an Engaged Campus Award, as well as a Campus-Community Partnership Award.

B. Faculty

Gary Lease, lead dentist at UCF Student Health Services, joined the dental center in 2012. Lease will receive the Academy of General Dentistry Mastership Award at its annual convocation ceremony in June. The Mastership Award is one of the most respected designations within the profession.

Eduardo Mucciolo and Enrique del Barco, professors of physics—and, respectively, chair and associate chair of the Physics Department—were selected as Fellows of the American Physical Society. Election to the Fellowship is in recognition for exceptional contributions to research, and it is limited to no more than one-half of one percent of the membership.

C. Employee of the Month

The Employee of the Month for October was James McCully, a 25-year employee and senior broadcast technologist in the Nicholson School of Communication in the College of Sciences.

The Employee of the Month for November was Debra Urban, a 15-year employee and senior administrative assistant in the College of Nursing.

REPORTS

Marchena called on Vice Chair Garvy to provide an update on the presidential transition task force. Garvy introduced Tom Hope, Assistant Vice President of Strategic Initiatives, Communications and Marketing, who reported on communications and event planning and some events that will involve Hitt to advance UCF's reputation, enhance relationships, and further the goal of the IGNITE campaign. Hope mentioned that an event to honor Hitt will likely take place in the CFE Arena on May 9, 2018. On February 8, Hitt will be the guest of honor at Rollins College, where President Grant Cornwell will interview him about his career and education. Hitt will be given an honorary degree in May from his alma mater, Austin College. Many other events are being considered. Hope then introduced Julie Stroh, Senior Associate Vice President for Alumni Engagement and Annual Giving, who reported on stewardship plans to assure that individuals are appropriately engaged during this transition.

- INFO-1 Transition Task Force Update

Marchena called on Walsh, who provided an update on the following item and he presented a brief video featuring faculty, staff, and students that showcases UCF's multiple locations.

- INFO-2 Presidential Search Update

Marchena called on Elizabeth Klonoff, Vice President for Research and Dean, College of Graduate Studies, who gave an informational report on the following item.

- INFO-3 BRIDG and NeoCity Update–December 22, 2017

ADVANCEMENT COMMITTEE REPORT

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

- Karen Cochran, Senior Associate Vice President for Advancement Development, provided an update on behalf of Mike Morsberger. The advancement division has eclipsed its \$350 million calendar year-end fund raising target and aims to reach the next campaign milestone of \$400 million by the end of the fiscal year. She summarized events during the Peach Bowl to capitalize on the momentum surrounding UCF and the IGNITE campaign. She highlighted the Hitt initiative, a focused effort within the IGNITE campaign to increase endowment and support for academic advancement and faculty excellence.
- Cochran presented a motion to name the Roth Athletics Center (ADVC-1), which was unanimously approved.
- Dan Holsenbeck, Senior Vice President for University Relations, gave an update on legislative activities and the budget plan for the 2018 legislative session.
- Grant Heston, Vice President for Communications and Marketing, shared an update on UCF’s strategy to provide content that will gain “likes” and “shares” on news feeds. He gave a presentation highlighting UCF’s presence at the Peach Bowl in Atlanta through the use of creative billboards, social media banners, and other media platforms in the Orlando and Atlanta markets. He reported that UCF license plate sales have advanced from fifth to the third highest among license plates sold by state universities in Florida.

Brown presented the following items for board approval.

- ADV-1 Naming of the Roth Athletics Center–A motion was unanimously approved for the naming of the Roth Athletics Center upon completion of the pledge by the donors.

AUDIT, OPERATIONS REVIEW, COMPLIANCE, AND ETHICS COMMITTEE REPORT

Beverly Seay, Chair of the Audit and Compliance Committee, reported the highlights of the committee meetings of November 30, 2017, and January 12, 2018.

- At the January 12, 2018, meeting, the committee unanimously approved the following items, and Seay noted that they are on the consent agenda.
 - Robert Taft, Chief Audit Executive, reported on the results for the Board of Governors’ Performance-based Funding Data Integrity Certification Audit Report (AUD-1).

- He also provided an update on the Performance-based Data Integrity Certification Form (AUD-2).
- The following information items were presented at the November 30, 2017, meeting.
 - Taft presented the University Audit Report (INFO-1).
 - Rhonda L. Bishop, Chief Compliance and Ethics Officer, provided an overview of the Conflict of Interest and Commitment Initiatives (INFO-2).
 - Bishop reported on the 2017-18 Work Plan Status of All Activities (INFO-3).
 - Bishop provided an overview on the 2016-17 Compliance and Ethics Program Annual Report (INFO-4).
 - Bishop provided an update of the Overview of Title IX (INFO-5).
 - Bishop provided an update on the Compliance, Ethics, and Risk Program and reported on the development of a Youth Protection Committee.

BOARD OF TRUSTEES

Marchena called on German to report on a proposed cancer center for the Sanford Burnham Prebys building at Lake Nona. Prior to the report being given, Bradley recused himself from voting due to a conflict of interest.

After German's presentation, Marchena stated that the UCF Academic Health board had approved UCF Academic Health's moving forward to pursue the Sanford Burnham Prebys facility. He noted that the facility was built with contributions from Orange County, the City of Orlando, and Tavistock, and that all three parties must agree on the facility's use when Sanford Burnham Prebys vacates the property. The state's position is that the building's fate is a local decision. Mayor Teresa Jacobs has requested Florida Hospital and UCF Academic Health to make presentations before Orange County Commissioners.

Marchena clarified that the vote is for this board is to approve the recommendation by UCF Academic Health to pursue a lease on the Sanford Burnham Prebys Medical Research Institute at Lake Nona facility in partnership with Provision Health Care and Sarah Cannon, the cancer institute of HCA Health Care, for the purpose of advancing cancer research.

Marchena presented this item for board approval.

- BOT-1 UCF Academic Health Proposal—A motion was passed with a vote of 12 for, with Bradley's recusal, approving the UCF Academic Health Proposal.

COMPENSATION AND LABOR COMMITTEE REPORT

John Sprouls, Chair of the Compensation and Labor Committee, reported the highlights of the committee meeting held on December 12, 2017, and earlier in the day.

- At the December 12, 2017, meeting Sprouls reported that the committee unanimously approved item CLC-1 The 2017-20 Performance Unit Plan Awards.

- He reported that at the meeting earlier in the day, the committee unanimously approved two items to present to the board.
 - CLC-1 Presidential Compensation Analysis was prepared by Sibson Consulting at the request of the Presidential Search Committee. The analysis provides competitive data of the overall compensation levels and the various components of compensation for the president’s job. The study provides data against three comparative groups: a comparison peer group, an aspirational peer group, and the State University System. This document will form the basis for the negotiations with a successful candidate for president.
 - CLC-2 Article 3: UFF Privileges and Article 23: Salaries of the Collective Bargaining Agreement with the United Faculty of Florida, both of which have been approved by the United Faculty of Florida.

Sprouls presented the following items for board approval.

- CL-1 Presidential Compensation Analysis–A motion was unanimously passed approving the Presidential Compensation Analysis.
- CL-2 Article 3: UFF Privileges and Article 23: Salaries of the Collective Bargaining Agreement with the United Faculty of Florida–A motion was unanimously passed ratifying the reopened articles of the Collective Bargaining Agreement between the University of Central Florida Board of Trustees and the United Faculty of Florida.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

Robert Garvy, Chair of the Educational Programs Committee, reported the highlights from the committee meeting earlier in the day and recounted several of the informational items presented.

- M. Paige Borden, Assistant Associate Provost for Academic Program Quality and Associate Vice President for Institutional Knowledge Management, reported on the 2015-16 Academic Program Review Recommendation Implementations (INFO-1) which involved the School of Performing Arts, School of Visual Arts and Design, and the College of Medicine and Simulation.
- Elizabeth Dooley, Dean of the College of Undergraduate Studies and Vice Provost for Teaching and Learning, reported on the Status of New Degree Programs implemented by the UCF Board of Trustees (INFO-2). She stated a Bachelor of Arts in Communication and Conflict undergraduate degree program implementation in the fall of 2015 has grown by 65 percent since its inception.
- A. Dale Whittaker, Provost and Executive Vice President, said Hitt’s approval of the Academic Health Sciences Center will lead to a critical mass of health-related programs, research, and clinical services. He reported that UCF moved up 20 spots to number 16 in the *U.S. News & World Report*’s best online bachelor degree programs for 2018. He cited the national media coverage on digital learning and UCF’s academic reputation from *The Wall Street Journal* and *The Washington Post*. He announced new deans for the Burnett Honors College and the Rosen College and updated the committee on UCF’s new

research and commercialization awards. He updated the committee on student success and faculty excellence metrics, including a record 90 percent first-year retention rate.

- Whittaker introduced Zhongzhou Chen, Assistant Professor, Department of Physics, who gave a presentation on 4K Learning Telescope (INFO-3).
- Whittaker reported on 21st-Century Teaching as a “mythbuster” (INFO-4).

FINANCE AND FACILITIES COMMITTEE REPORT

Alex Martins, Chair of the Finance and Facilities Committee, reported highlights from the committee meeting held on December 13, 2017, and earlier in the day.

- Martins recapped highlights of the December 13, 2017, committee meeting.
 - Item FFC-1 UCF Downtown Tri-Generation Facility Update was unanimously approved by the committee. William F. Merck II, Vice President for Administration and Finance and Chief Financial Officer, and Lee Kernek, Associate Vice President for Administration and Finance, requested approval for the change in the facility, revised budget, and renaming of the facility. Due to the project revision, the facility has been renamed as the UCF Downtown Central Energy Plant. The design and phase construction of the UCF Downtown Central Energy Plant will move forward to meet only the chilled water needs of the campus. The plant will cost \$12.3 million and will provide cost avoidance in future years. The design and construction costs for these changes increase the budget for the Dr. Phillips Academic Commons by \$1.3 million. The committee unanimously approved the requests.
- He noted that the following informational items were presented at the committee meeting.
 - Direct Support Organizations’ 2017-18 First-Quarter Financial Reports (INFO-1)
 - University Draft Audited Financial Report 2016-17 (INFO-2)
 - UCF Key Financial Ratios (INFO-3)
 - University Operating Budget Report Ended September 30, 2017 (INFO-4)
 - UCF Investments Quarterly Report Ended September 30, 2017 (INFO-5)
 - UCF Facilities Planning and Construction Department Assessment Follow-up (INFO-6). As a result of the departmental assessment conducted by HKA International, the following were recommended.
 1. Facilities Planning and Construction notify the Finance and Facilities Committee when the e-Builder software system is fully implemented and present reports that include all project activity to the committee on a regular basis.
 2. Whittaker work with Facilities Planning and Construction staff and the deans to implement a Minor Projects priority system for the colleges.
 3. Athletics implement a pilot program to hire a program management or owner’s authorized representative firm that will manage, implement, and oversee departmental facilities projects. The cost of the firm’s services will be split between Athletics and Facilities.

Martins stated that this item is presented as FF-2 Facilities Planning and Construction Department Recommendations for board approval.

- Martins reported highlights of the committee meeting held earlier in the day.

- Item FFC-1 Parking, Housing, and Health Auxiliary Facilities Operating Budgets for 2018-19 were unanimously approved by the committee and the item is placed on the consent agenda as FF-3 for board approval.
- Item FFC-2 WUCF TV Channel Sharing Agreement between UCF and Good Life Broadcasting includes minor changes to the contract as requested by the FCC, and the item was unanimously approved by the committee and is placed on the consent agenda as FF-4.
- Item FFC-3 Lake Nona Incubator Lease Agreement is an amendment to the lease agreement with the Lake Nona Innovation Center I, LLC, for the developing life sciences incubator for UCF at Lake Nona. UCF's obligations, under the 12-year lease with Tavistock, approved by the UCF Board of Trustees on November 17, 2016, remain pending until substantial completion of the build-out of the multi-tenant Lake Nona life sciences incubator. In 2017, the city of Orlando and Florida Hospital amended their agreement to commit funds to one life sciences incubator at Lake Nona Medical City. As a result, Tavistock obtained from Florida Hospital an additional \$2,324,223 for the construction and operation of the Lake Nona life sciences incubator. Accordingly, the lease is being revised to include these additional funds, to confirm their intended use, and to set forth the good faith obligations of each party if projected total costs exceed the new total allowance. This was unanimously approved by the committee with the caveat that if the budget for the incubator completion is exceeded, it would have to return before the committee for further review and approval. Martins indicated the item is placed on the consent agenda as FF-5.
- Item FFC-4 UCF Finance Corporation Line of Credit for UCF Downtown Campus was unanimously passed by the committee approving the UCF Finance Corporation procuring a line of credit up to \$14 million to provide the cash flow needed for construction of the UCF Downtown Campus. The item is placed on the consent agenda as FF-6.

Martins presented the following items for board approval.

- FF-1 UCF Downtown Tri-Generation Facility Revision—A motion unanimously passed approving the change in facility, revised budget, and renaming of the UCF Downtown Tri-Generation Facility to the UCF Downtown Central Energy Plant.
- FF-2 Facilities Planning and Construction Department Recommendations—A motion unanimously passed approving the recommendations.
- FF-3 Parking, Housing, and Health Auxiliary Facilities Operating Budgets—A motion unanimously passed approving the 2018-19 operating budgets for the university auxiliary facilities with outstanding revenue bonds.

NOMINATING AND GOVERNANCE COMMITTEE REPORT

William Yeargin, Chair of the Nominating and Governance Committee, reported highlights of the committee meeting held earlier in the day.

- Item NGC-1 Presidential Selection Process (NGC-1) involved modifications to the presidential selection process guidelines. The changes were approved unanimously by the committee and is on the consent agenda as NG-1.
- Item NGC-2 Amendment to University Regulation UCF-3.040 Benefits and Hours of Work made minor changes to regulations related to benefits. Clarifying language about administrative leave was added and is on the consent agenda as NG-2.
- Item NGC-3 Amendments to Chapter 5 University Regulations involves amendments to University Regulations UCF-5.006 (Student Rights and Responsibilities), UCF-5.008 (Rules of Conduct), UCF-5.009 (Student Conduct Review Process; Sanctions), UCF-5.010 (Student Conduct Appeals), UCF-5.013 (Organizational Conduct Review Process; Sanctions; Appeals), and UCF-5.015 (Student Academic Behavior Standards). Since these amendments related to students 30-days of public notice was given prior to the meeting. There were no significant comments, and Yeargin noted that the item was processed through the Golden Rule Committee with no noteworthy issues. The committee unanimously approved the proposed amendments, and the item is placed on the consent agenda as NG-3.

STRATEGIC PLANNING COMMITTEE REPORT

Clarence Brown, Chair of the Strategic Planning Committee, reported highlights of the meeting held earlier in the day.

- Whittaker and Lisa Jones, Associate Provost for Strategy and Special Assistant to the President, reported on approval of the Collective Impact Strategic Plan by the Florida Board of Governors. Whittaker reported on the metrics that are a part of that plan.

CONSENT AGENDA

A motion was made to accept the consent agenda, and unanimously approved.

- AUD-1 Board of Governors' Performance-based Funding Data Integrity Certification Audit Report—Approval of the University Audit's report on the Board of Governors Performance-based Funding Data Integrity Certification Process
- AUD-2 Performance-based Funding Data Integrity Certification Form—Approval for submission of the Performance-based Funding Data Integrity Certification Form to the Board of Governors
- CL-3 2017-20 Performance Unit Plan Awards—Approval of the plan awards
- FF-4 WUCF TV Channel Sharing Agreement—Approval of the changes to a channel-sharing agreement between WUCF TV and Good Life Broadcasting, Inc.

- FF-5 Lake Nona Incubator Lease Agreement—Approval of an amendment to the lease agreement with the Lake Nona Innovation Center I, LLC, for the developing life sciences incubator for UCF at Lake Nona
- FF-6 UCF Finance Corporation Line of Credit for UCF Downtown Campus—Approval for the UCF Finance Corporation to procure a line of credit up to \$14 million to provide the cash flow needed for construction of the UCF Downtown Campus
- NG-1 Presidential Selection Process—Approval of the revisions to the Presidential Selection Process
- NG-2 Amendment to University Regulation UCF-3.040 Benefits and Hours of Work—Approval of the amendments to the regulation
- NG-3 Amendments to Chapter 5 University Regulations—Approval of the amendments to Chapter 5 University Regulations

ANNOUNCEMENTS AND ADJOURNMENT

Marchena announced the following upcoming meetings:

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| Board of Governors meeting | January 24-25, 2018
(Florida State University) |
| Board of Governors meeting | February 22, 2018
(Conference call) |
| Board of Trustees meeting | March 22, 2018
(FAIRWINDS Alumni Center) |
| AGB 2018 National Conference
on Trusteeship
Please let Rick Schell know if you
are interested in attending. | April 22-24, 2018
(San Francisco) |

Marchena adjourned the board meeting at 3:05 p.m.

Respectfully submitted: _____ Date: _____

John C. Hitt
Corporate Secretary