

**Minutes
Board of Trustees Meeting
University of Central Florida
March 27, 2003**

Chairman Nunis called the meeting of the Board of Trustees to order in the Cape Florida Ballroom of the UCF Student Union at 1:00 p.m. The following members attended the meeting:

The Honorable Judith Albertson
The Honorable Olga Calvet
The Honorable Patrick Christiansen
The Honorable Geraldine Ferris
The Honorable Phyllis Klock
The Honorable Michael Mullens

The Honorable Richard Nunis
The Honorable Harris Rosen
The Honorable Conrad Santiago
The Honorable Richard Walsh
The Honorable Thomas Yochum

BUSINESS MEETING

Chairman Nunis welcomed the board members and expressed sincere condolences to Trustee Patrick Christiansen for the recent loss of his mother.

Chairman Nunis called for approval of the minutes of the January 23rd meeting. The minutes were approved as written.

Chairman Nunis acknowledged the contribution of the two trustees who served *ex officio* and whose terms ended with this meeting—Marco Peña, president of the UCF Student Government Association, who was in Tallahassee and could not attend, and Dr. Michael Mullens, the outgoing chair of the Faculty Senate. He announced that two new members would be introduced at the next board meeting.

Chairman Nunis called upon President John Hitt for opening comments.

REMARKS

President Hitt began his comments by mentioning the success of last night's progressive dinner and tour. He thanked Vice President William Merck, Chief of Staff Beth Barnes, and Assistant Chief of Staff Nancy Marshall for their good work and mentioned it was "one of the board's best events."

President Hitt announced that Thomas Friedman, Pulitzer Prize-winning foreign affairs columnist for *The New York Times*, visited the campus recently and spoke on "American Foreign Policy in the Middle East Since 9/11." Copies of his signed book were given to the trustees who were unable to attend the event.

President Hitt also announced that because of the war, we have taken a number of steps to ensure the safety and well being of our faculty, staff, and students:

- Student Development and Enrollment Services has created a Critical Incident Response Team.
- The Ying Center will be designated as a campus safe haven for international students.
- On-campus and affiliated housing staff members have been briefed with appropriate information, and a communication network is in place with the management of 35 student apartment complexes in the area.
- The Office of Student Leadership Programs will serve as a clearinghouse for educational programs associated with the war.
- The Counseling Center has activated a staffed reflection room for the university community to use.
- Should an act of terrorism occur at UCF, procedures in the Emergency Management Plan will go into effect.

And in human terms, UCF has:

- 29 UCF students studying abroad this semester
- 54 UCF students who have been called for military service
- 5 UCF faculty and staff members on military leave

In addition, President Hitt mentioned that he had sent out a campus-wide call for understanding as a reminder that UCF is a community of diverse opinions and nationalities and that, as is the tradition on our campus, we will continue to respect the rights of others and maintain a civil level of discourse. He expressed the hope that we will support the troops who are fighting for the freedom we all enjoy and that we will honor them in word and deed.

Continuing his comments, President Hitt announced that Trustee Judy Albertson recently hosted a reception for Sally Ride, who encouraged hundreds of young girls gathered at UCF to continue to “reach for the stars.”

Hitt continued by saying that Governor Bush requested he chair the Medical Malpractice Insurance Task Force. The governor appointed the task force in August to address the skyrocketing cost of liability insurance.

He announced that the 2003 National Conference on Leadership Diversity is being held at UCF May 27-30 and that the estate of renowned Florida artist and environmental activist Doris Leeper (1929-2000) has given about 100 pieces of her art to the UCF College of Arts and Sciences. He announced that Abraham Pizam, dean of the Rosen School of Hospitality Management, has been appointed to the Linda Chapin Eminent Scholar Chair of Tourism Management and that the School of Accounting recently received a note from Bob Slappey, KPGM partner in the New York office and a member of the school’s Accounting Advisory Board, congratulating us and our undergraduate students for having the highest pass rate in the nation on the November 2001 CPA exam.

On a final note, President Hitt commented that last year, Governor Bush proposed that the state fund Centers of Excellence to further high-level research that would bridge the gap between the laboratory and the marketplace. UCF's proposal was one of three selected in the state. Funded at \$10 million, our Center of Excellence will develop intellectual capital in photonics and transition this knowledge to Florida's private sector. It will build on UCF's success in the field of optics and will expand into the growing fields of nano-photonics, bio-photonics, advanced imaging, 3-D displays, and ultra-high bandwidth communications. Further, the U.S. Congress has awarded Florida's state universities a record \$122.6 million in federal research funds, the highest level of support ever for Florida's public universities, and UCF will be the beneficiary of about \$14 million of that total. And lastly, the Department of Defense recently announced plans to award \$27 million to academic institutions to support the purchase of research instrumentation under the Defense University Research Instrumentation Program. The 125 awards to 75 academic institutions are expected to average around \$215,000. Ten awards were made to Florida schools, four of them to UCF.

INTRODUCTIONS

President Hitt acknowledged the fine efforts of UCF's University Support Personnel System staff by introducing the following guests: **Linette Reyes** – Employee of the Month for January 2003. She is an Administrative Assistant in Mechanical, Materials & Aerospace Engineering, College of Engineering, and has been with the university since 1993; **Emma Palfrey** (unable to attend) – Employee of the Month for February 2003. She is Office Manager in Business Undergraduate Programs & Student Support, College of Business Administration, and has been with the university since 1988; **Nancy Timmons** (unable to attend) – Employee of the Month for March 2003. She is Office Assistant in Civil & Environmental Engineering, College of Engineering and Computer Science; **Darlene Bouley** – the USPS Staff Council president who has been with UCF for eight years. She is currently the Office Manger in the Center for Distributed Learning.

In addition, President Hitt introduced two faculty members in the Advanced Materials Processing and Analysis Center, **Dr. Yongho Sohn** (unable to attend) and **Dr. Raj Vaidyanathan**, both of whom recently received National Science Foundation CAREER awards, the NSF's most prestigious award for new faculty members.

Finally, President Hitt introduced the Order of Pegasus, Class of 2003: **Sunita Modani, Duc Tran, Jaeann Bollinger, Tyler Fisher, Yahaira Franceschini, Faraz Kureshi, Sarika Patel, Shakeba Thomas, S. Anne-Marie Wolff, Kimily Burgess, Bethany Ensor, and Erika Phifer**. The Order of Pegasus is the highest university honor recognizing outstanding graduating seniors and graduate students who have demonstrated exemplary campus involvement, leadership, academic achievement, and community service.

And, with great pleasure, President Hitt announced the promotion of two long-time UCF administrators: Dr. Beth Barnes will become vice president and chief of staff and Helen Donegan will become vice president for community relations. In announcing the appointments, Hitt praised the women for their outstanding service to the university and the community.

REPORTS

The Governor's One Florida Initiative: Equity and Diversity in Contracting presented by Windell Paige, Governor Bush's representative for the One Florida Initiative. The governor has requested that Mr. Paige explain the importance of each institution's progress in equity and diversity in contracting. Mr. Paige acknowledged UCF's success with regard to minority contracting and expressed the hope that we will continue to strive for great results for many years to come.

Arboretum Report presented by M. J. Soileau, Vice President for Research. The committee chaired by Dr. Soileau was comprised of the following members: Dr. David Kuhn, Dr. Henry Whittier, Dr. Jack Stout, Dr. John Weishampel, and Dr. Walter Taylor. They were charged by President Hitt to study the academic value of the botanical collection located in the region south of the east parking garage and north of the Arboretum. The committee reviewed the academic value of native and non-native plants in the region. The committee found the Arboretum and its associated botanical collection to be valuable resources for UCF's developing conservation biology research and education programs. The committee made numerous recommendations (see attachment A) that were unanimously approved at the February 4, 2003, meeting of the Arboretum Committee and have been discussed with Vice President William Merck and Provost Gary Whitehouse. The assessments and plan of action were presented to President Hitt before bringing them forward to the board. The Arboretum study took into consideration the accommodation of both campus parking and conservation needs.

GENERAL BUSINESS

- **BOT-1 – Change July 24th meeting to July 31st** – A motion passed approving the date change of the July Board of Trustees meeting from July 24th to July 31st.
- **BOT-2 – Provost Emeritus Status for Gary E. Whitehouse, Provost and Vice President for Academic Affairs** - A motion passed approving the conferral of Provost Emeritus status on Gary E. Whitehouse, Provost and Vice President for Academic Affairs. Provost Whitehouse is retiring from his position as provost at the end of the Summer 2003. The board acknowledged that because of his long and distinguished service, he is the first UCF provost to be named Provost Emeritus.
- **BOT-3 – Equity Accountability Program (EAP) and Budgetary Incentive Plan** - Beginning this year, the State Board of Education is requiring each

university Board of Trustees to approve the university's Equity Accountability Program and Budgetary Incentive Plan. Janet Balanoff, Director, Office of Equal Opportunity/Affirmative Action Programs, reported on this year's progress towards improving diversity during 2001-2002 and on the goals for 2002-2003. A motion passed approving the 2001-2002 EAP progress Report, EAP 2002-2003 Update, and Budgetary Incentive Plan.

Advancement Committee

There being no action items of the committee to bring before the full board, Trustee Patrick Christiansen, chair of the Advancement Committee, reported on the following informational items:

- **Legislative Budgetary Update** – With respect to education funding, this year's budget is at, or less than, what was provided last year. Some tuition increase flexibility will be given; however, there is a possibility the universities will be responsible for funding a portion of Bright Futures scholarships from those tuition increases. The governor has proposed capping the state-appropriated portion of Bright Futures at \$260 million and allowing the universities to pick up the additional necessary funds for Bright Futures. Trustee Christiansen reported that everything is currently in a state of budgetary flux and the real issues before the legislature deal with funding the system's universities.

In addition, Trustee Christiansen referenced the board's action at its last meeting endorsing a proposal to finance the state matching gifts backlog with a bond issue to be repaid with lottery money.

Education Programs Committee

Dr. Gerri Ferris, chair of the Educational Programs Committee, reported on the following committee items:

- **EP-1 – Conferral of Degrees** – Concurrence was unanimously given for the conferral of the following degrees at the Spring 2003 commencement ceremonies on May 2 and 3:

3,474 baccalaureate degrees
601 master's degrees
68 doctoral degrees
4,143 total

- **EP-2 – New Degree Proposals** – A motion passed approving the following four new degree programs: a Ph.D. in Chemistry beginning in the Fall 2003; an M.F.A. in Computer Art and Design starting in Fall 2004; an A.S. to B.S. program in Photography, which will be offered beginning Summer 2003 in

partnership with Daytona Beach Community College; and a B.S. in Restaurant and Foodservice Management, which is the only bachelor's degree in the world in restaurant and foodservice management. The Rosen School of Hospitality Management is expected to begin offering the restaurant and foodservice management degree this fall.

- **EP-3 – Tenure** – A motion passed approving tenure for 40 faculty members. The UCF tenure process requires that faculty members must obtain tenure by the end of their sixth year of employment. The tenure procedure requires review by the Department Promotion and Tenure Committee, the department chair, the College Promotion and Tenure Committee, the dean of the college, the University Promotion and Tenure Committee, the provost, and the president. Their recommendations are then submitted to the UCF Board of Trustees for final approval.
- **EP-4 – Student Financial Assistance** – For information only – all eligible financial assistance previously delayed in 2002 has been delivered to students.

Finance Committee

Trustee Conrad Santiago, chair of the Finance Committee, reported on the following committee items:

- **FIN-1- Campus Development Agreement with Orange County** – As a result of two challenges to the campus master plan, the approval of the Campus Development Agreement with Orange County has been postponed.
- **FIN-2- Educational Plant Survey** - Florida Statute, Section 1013.31, requires that the university arrange for an educational plant survey every five years for use in conjunction with the campus planning process. The survey was completed in 2001, using the process in place at that time, and must now be approved by the university Board of Trustees. The final survey must be submitted along with a checklist signed by the president and the chair of the board. A motion was passed approving the draft educational plant survey and delegating to the president or his designee the authority to approve minor modifications to the final report.
- **FIN-3- Housing Rental Rates 2003-2004** - A motion was passed, with one opposing vote, approving an approximately six percent increase of student housing rental rates for the 2003-04 academic year.
- **FIN-4- Financing and Expansion of Student Health Center Bonds** - A motion was passed approving the project summary, financing plan, budget, and construction of a Student Health Center expansion and approving use of the Division of Bond Finance to develop the necessary resolutions and other documents for submission to the State Board of Education and the Board of

Governors to secure the revenue bond financing of the project. Trustee Rosen indicated he would love to see the health services extended to faculty at some point.

ANNOUNCEMENTS

President Hitt announced he would be leading two presidential task forces: one dealing with university marketing and the other dealing with university relations with the neighborhood and the community. Trustee Yochum asked about the search for Provost and Vice President for Academic Affairs. President Hitt said the fifth candidate was being interviewed on campus March 27th and 28th. Hitt is scheduled to meet with the search committee on April 3rd, and he anticipates being able to bring in one or more candidates following that meeting in order to expeditiously choose the best possible candidate for the position.

The meeting was adjourned at 3:05 p.m.

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

Attachment A

MEMORANDUM

TO: President John C. Hitt

VIA: Provost Gary E. Whitehouse
Vice President William F. Merck

FROM: M.J. Soileau

SUBJ: Arboretum Report, March 4, 2003
AY 2002-2003

DATE: March 4, 2003

Arboretum Report, March 4, 2003
AY 2002-2003

Charge: Committee to study the academic value of the botanical collection located in region A2 south of the "East Parking Garage" and north of the portion of the Arboretum

marked as A1 (see attachment 1).

Committee Members: M.J. Soileau, Chair; Dr. David Kuhn; Dr. Henry Whittier; Dr.

Jack Stout; Dr. John Weishampel; and Dr. Walter Taylor

The committee met several times during AY 02-03 to review the academic value of native and non-native plants in the regions marked A2 on the attached map. The following was accomplished:

1. The academically interesting and useful plants in the referenced area were cataloged and mapped. See Attachment 2.
2. A matrix of plants and courses using these plants was compiled. See Attachment 3.
3. The chair of our committee (M.J. Soileau) and the Director of the Arboretum (Dr. Whittier) conducted a walking survey of areas A.2. This survey revealed two plants of academic interest in areas A.2.3 and A.2.5 (the areas south of the parking garage and north of the existing dirt road which runs approximately east-

west starting at the south end of the CREOL loading dock parking area and extending to Gemini Blvd.): a turkey oak and a non-native fern. A gopher tortoise burrow was also located in region A.2.5, south of the existing surface parking lot and north of the east-west road.

The following are the committee's findings:

The Arboretum and its associated botanical collection are valuable resources for UCF's developing conservation biology research and education programs. The existing, official boundaries of the Arboretum should be maintained (except as noted below) and clearly marked. The botanical collection in area A2 is a valuable addition to classes in conservation biology and every effort should be made to preserve these as well.

We recommend the following actions, which will address the needs of the Arboretum, UCF's conservation programs, and the university's growing need for parking:

1. Area A.2.5 (the existing surface parking lot and the area north of the east-west dirt road and west of line extending south from the eastern end of the parking garage) should be reserved for future expansion of the East Parking Garage. The proposed area is difficult to show clearly in the small scale of the attachment. What is intended is a sort of 'squaring off' of the existing surface lot (the sometimes called CREOL lot) south to the east-west dirt road and east to align with the east end of the existing parking structure. (The east-west dirt road is the road that terminates on the 1200' radius near the SE corner of the CREOL building.) This expansion should allow the addition of at least 50% more spaces than are currently available in the East-parking garage and should provide enough parking to replace the existing surface lot west of the East Parking Garage, sometimes called the Engineering Parking Lot, and the CREOL surface lot (located in area A.2.5.) This recommendation acknowledges the loss of the turkey oak and non-native fern in area A.2.5 and the need to re-locate the gopher tortoise, assuming the burrow is occupied.
2. Area A.2 south of the E-W dirt road (marked A.2.1 and A.2.2) should be reserved for future needs of the conservation biology program and conservatory efforts of the Arboretum. The NE portion of area A.2 (marked A.2.2) is presently being used as a holding area for campus tree and grass cuttings. This already highly disturbed area is ideally suited for the expected relocation of the existing greenhouse and conservatory buildings that are presently within the Arboretum boundary but inside the 1200-foot

radius. Future structures, such as an expanded Environmental Center and research quality greenhouses, could be located in area A.2.2.

3. The part of the Arboretum within the 1200' radius should be removed from the Arboretum and released for other university uses. This recommendation is contingent upon the suitable relocation or replacement of the existing conservatory and greenhouse structures.
4. The portion of areas A.2.1 and A.2.2 not used for conservation biology and Arboretum structures should be designated as a buffer to minimize encroachment and boundary disturbances to the Arboretum that will be associated with anticipated additional parking. This will also preserve most of the botanical collection in areas A.2.1 and A.2.2, which is used in our academic programs.
5. Highly visible, permanent markers should be placed at critical points of the official boundaries of the Arboretum. Vice President Soileau agreed to absorb the reasonable cost of these markers. The markers should clearly identify the Arboretum boundary and perhaps have small plaques that indicate the function and benefit of the Arboretum, e.g., "The marker indicates the boundary of the UCF Arboretum, an area dedicated to preserving this unique part of UCF's environment," or other appropriate wording.
6. The limited green spaces in areas A.2.3 and A.2.4 should be preserved as buffers between the parking garage and Gemini Boulevard, thus preserving the unique highland habitat of those regions and providing a bit of shade, beauty, and partial shielding of the parking garages from the Gemini Boulevard, the main UCF campus "ring" road.

These recommendations were unanimously approved at the 2/4/03 meeting of the Arboretum Committee and have been discussed with Vice President Merck and Provost Whitehouse. We respectfully request formal endorsement of these recommendations by Vice President Merck and Provost Whitehouse. Upon receipt of such endorsements, we will present the recommendations to President Hitt for his approval and referral to the University Board of Trustees.

Attachments

cc: Dr. Beth Barnes Dr. John Weishampel
Dr. David Kuhn Dr. Walter Taylor
Dr. Henry Whittier Dr. Jack Stout