

**Minutes
Board of Trustees Meeting
University of Central Florida
November 29, 2001**

Chairman Richard Nunis called the meeting of the Board of Trustees to order in the Key West Ballroom of the Student Union at 1:10 p.m. The following members attended the meeting:

The Honorable Judith Albertson	The Honorable Richard Nunis
The Honorable Olga Calvet	The Honorable Marco Peña
The Honorable Patrick Christiansen	The Honorable Harris Rosen
The Honorable Geraldine Ferris	The Honorable Conrad Santiago
The Honorable Phyllis Klock	The Honorable Richard Walsh
The Honorable Richard Lee	The Honorable Thomas Yochum

Chairman Nunis welcomed the board members and called for the approval of the minutes of the October 25th meeting. The board approved the minutes with the following two changes: under the heading, "Remarks," in paragraph two on page 1, the word **note** should be **noted**, and on page 4, under the heading, "UCF ID Card," paragraph b, the sentence should read ". . . with one abstention **by Trustee Yochum.**" Trustee Santiago suggested that in the future valuable comments and key suggestions should be reflected in the minutes as additions to the current format.

Chairman Nunis called upon President John Hitt for opening comments.

REMARKS

President Hitt referenced his article that appeared in the November issue of *Educause Review* entitled *Leadership: Connecting IT Possibilities and Institutional Priorities*. It reflects the challenge IT leaders face of connecting technological possibilities and institutional priorities. The article details UCF's position on information technology and some of our noteworthy practices.

He introduced UCF award winners seated in the audience: **Jennifer White** – a state finalist for the prestigious Rhodes Scholarship and a recipient of the Order of Pegasus, UCF's most outstanding student award; **Dr. Nabeel Riza** – recipient of the 2001 International Commission on Optics Prize; **Dr. Louis Chow** – newly named University Chair of Mechanical Engineering; and **Dr. Erol Gelenbe** – Director of the School of Computer Science, recipient of the National Order of Merit of France, that was presented by the president of France. Also introduced was university visitor **Dr. Bernie Galler** – President of the Association of Computing Machinery and co-inventor of virtual memory.

President Hitt asked that by November 30th, the board members contact members of the Central Florida legislative delegation with whom they may have a relationship to suggest that they treat each sector of education as fairly and equitably as possible in the special session for budget reductions. In addition, he encouraged the board to ask members of the delegation to authorize

each university Board of Trustee and the campus presidents complete flexibility to reduce their budgets in the amounts required by the legislature. He reminded the board to thank the members of our delegation for their continued support and stated they have done a magnificent job of supporting UCF.

Dr. Hitt discussed the *Statement of Principles for Reorganization* produced by the State University Presidents Association. The presidents identified five principles that foster excellence in teaching, research, and service in Florida's public universities and asked that the governor and legislature support these principles. Board members were not asked to endorse the items at this time since the statement was not yet an agenda item, but rather to consider the devolution of powers to the university boards of trustees as priority number one and non-state agency status as priority number two.

REPORTS

The following reports were presented to the board:

Research at UCF, presented by M. J. Soileau, Vice President for Research. Dr. Soileau discussed sponsored research—university research funded with extramural dollars. He discussed the scope of research at UCF, the role and impact of research on the education of our students and on partnerships and commercialization activities. He indicated that UCF's extramural funding has increased by 73% in the past two years, totaling about \$65 million last year. He added that the two biggest issues limiting the growth of UCF's research enterprise are faculty and facilities.

In response to the report, the trustees discussed the ways in which we might address our need for laboratory space and for space in general.

The Office of Inspector General at UCF, presented by Barbara Ratti, Inspector General. Dr. Ratti reported that this office handles internal auditing for the university. It adds value to the university by evaluating operations and recommending improvements. Its focus is on recommending actions to reduce risk to university resources, strengthen internal controls, and increase efficiency and effectiveness of operations. Its services include consulting, reviews, audits and investigations. IG annual reports go to Dr. Hitt and also to the board.

Dr. Hitt added that the Inspector General has unconstrained access to the chairman and the board at all times, and that UCF has developed a routine for audit follow-up. He indicated that the area of consulting services needs to be further developed to prevent problems, especially with respect to computer security. In addition, he stated that the law requires that an investigation must be done on every complaint, anonymous or otherwise.

In answer to a question from Trustee Peña, Dr. Ratti confirmed that all Inspector General positions report to the presidents of their universities. In response to Trustee Walsh's concern about external auditing, Dr. Ratti indicated that our external auditor is the Auditor General, who audits the financial statement of the university, as well as our federal awards. In addition, every two years the Auditor General performs an operational audit of the university.

BUSINESS MEETING

The following Board of Trustees general business was conducted.

?? **BOT-1:** A motion was passed authorizing the conferral of degrees at Fall 2001 commencement ceremonies.

?? **BOT-2:** The endorsement of the *American Association of University Professors 1940 Statement of Principles on Academic Freedom and Tenure with 1970 Interpretive Comments* was deferred to a later meeting. President Hitt asked that the board consider in particular the section on academic freedom.

Finance

Trustee Conrad Santiago, chair of the Finance Committee, reported that the following items were discussed in the Finance Committee:

?? **Physical Plant Employee Turnover Analysis.** In answer to a request by Trustee Rosen, the Finance Committee recommended the establishment of recommendations and goals to monitor the turnover of maintenance and service positions in the future. Data from other universities will be compared with UCF's and will be discussed on an ongoing basis.

~~??~~ **Federal Definition of Racial and Ethnic Minorities.** In answer to a request by Trustee Rosen, Dr. Jose Fernandez has provided a federal definition of racial and ethnic minorities.

~~??~~ **Legislative Budget Request Submission.** A summary of project initiatives approved by the board for possible funding in the 2002-2003 legislative budget was distributed to the committee members for information only.

~~??~~ **Operating Budget Reduction Summary.** The amount of reserve being held for contingencies is 9.0% of our total budget, an amount that the committee feels is reasonable based on the expected budget reductions. The committee members reported that the various departments are reacting well to the budget reductions. William Merck, Vice President for Administration and Finance, reported that departments are taking the necessary steps to adjust accordingly.

~~??~~ **Transportation Access Fee Status Report.** Discussion was deferred to a later date.

~~??~~ **Building Construction Update.** Mr. Merck presented an update on construction at UCF. The committee has recommended that ongoing reports be made on campus facilities. Trustee Rosen has also requested the cost per square foot be included in future construction updates.

Advancement

Trustee Patrick Christiansen, chair of the Advancement Committee, reported that the following items were discussed in the committee:

- ?? **Legislative Lobbying** – The university’s lobbying efforts will be discussed at a later date with Daniel Holsenbeck, Vice President for University Relations.
- ?? **Legislative Special Session** – The session was not yet over; therefore, the revised budget could not be discussed and was tabled until the next committee meeting.
- ?? **Role of the Board of Trustees** – The committee felt that one of the duties of a trustee is to participate in legislative sessions. Trustee Christiansen suggested that the board travel as a group to the legislature to lobby for the devolution of power. The committee agreed that the UCF Board of Trustees should consider participating in the Orlando Chamber of Commerce Tallahassee fly-in on February 12th and 13th. In addition, trustees will make personal contacts with legislators. Further discussion of these topics with Dr. Holsenbeck will be on the agenda for the next committee meeting.
- ?? **The UCF Foundation** – The committee discussed the funding sources of the Foundation, the structure of the Foundation, renaming of the Foundation board, and whether or not there should be a Board of Advisors. Robert Holmes, CEO of the Foundation and Vice President for Development and Alumni Affairs, briefed the committee on the amendments to the UCF Foundation Bylaws, but this item will come before the board for approval at the January meeting.

Trustee Christiansen asked Chairman Nunis to comment on any legislative items discussed earlier in the day. Nunis commented that the board agreed on the list of five principles presented by the State University Presidents Association. Although Bright Futures awards are important as a long-term vision of the university, tuition should not be our priority item at this time. Trustee Peña expressed concern about Bright Futures scholarships being cut for the summer term. Dr. Holsenbeck will be consulted about the status of the program after the special session has ended. In response to Trustee Rosen’s interest in the total amount of lost scholarships, staff determined the amount could be approximately \$400,000. Trustee Rosen indicated there should be an alternative for the students in question.

Chairman Nunis then called for an indication of board members’ interest in attending the Tallahassee fly-in in February to meet with legislators to advocate priority projects on behalf of UCF. The majority of the board thought it was a good idea.

Educational Programs

Dr. Gerri Ferris, chair of the Educational Programs Committee, reported that the following items were discussed in the Educational Programs Committee:

- ?? **Undergraduate and Graduate Programs.** John Schell, Assistant Vice President for Academic Affairs, and Patricia Bishop, Vice Provost and Dean of Graduate Studies, gave detailed reports to the committee on the undergraduate and graduate programs at UCF.
- ?? **Overview of UCF's Proposed Program List and the Internal Review Process.** Gary Whitehouse, Provost and Vice President for Academic Affairs, gave a presentation about the proposed program list and the internal review process.
- ?? **Update on the Pharmacy Program** The committee discussed the pharmacy program being proposed by the University of Florida in the Central Florida area and its request to use UCF facilities. Trustee Ferris indicated it looks like this partnership will work to UCF's advantage.
- ?? **Items for Future Meetings.** She reported that the committee would like to hear from a panel of students on the issues of acceptance to the university and retention. The board requested that the panel be presented to the full board.

Chairman Nunis called upon Beth Barnes, Associate Corporate Secretary to the Board, to discuss agenda item deadlines and the board calendar. She reported that meetings will be held every other month starting in January 2002, and a dinner and tour of a university facility or program will be held the night before each meeting. In addition, Dr. Barnes indicated that an AGB national conference on trusteeship will take place in April in Boston. Trustees will be expected to cover their own expenses.

In his final comments, Chairman Nunis complimented Trustee Peña and Mathilda Harris, Director of International Studies, on their outstanding contributions to International Day at UCF.

Chairman Nunis adjourned the business meeting at 3:50 p.m.

Respectfully submitted: _____ Date: _____

John C. Hitt
Corporate Secretary