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 also mention to the delegation of legislators
each university Board of Trustees and the campus presidents complete flexibility to reduce their budgets to 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 generally-accepted five principles that foster excellence in teaching, research, and service at Florida’s public universities and asked that the present and future boards 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 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 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 enhance the effectiveness of university operations, strengthen internal controls, and increase efficiency and effectiveness of operations. Its services include conducting reviews, audits, and investigations. Its reports go to Dr. Hitt and also to the board. IG reports are reviewed by the board, and the board at all times, and that UCF has developed a system for audit follow-up. He indicated that the area of consulting services needs to be further developed in regard to computer security. In addition, he stated that the law requires that an investigation be done on every complaint, anonymous or otherwise. Dr. Ratti added that the Inspector General produces reports to the boards of their universities. In response to Trustee Walsh’s concern about external auditing, Dr. Ratti indicated that we consult with the Auditor General, who audits the financial statement of the university, as well as for 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 response 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 response 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 UCF’s total budget. The committee members felt this amount was reasonable based on the expected budget reductions. The committee members agreed that the current economic conditions are affecting all the budget categories.
- 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 was reassured that ongoing reports be made on campus facilities. Trustee Rosen requested that the current 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 at the committee meeting:

- 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 of the next 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 is 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 session has ended. Nunis commented that the total amount of scholarships, if all determined the same could approximate $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 UCF's 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 that this partnership would be to UCF's advantage.

- **Items for Future Meetings.** She reported that the committee would like to hear 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, the board will hold their annual meeting in April in Boston. Dr. Barnes indicated that she will review the board calendar with the committee and circulate the schedule to all members.

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

John C. Hitt
Corporate Secretary