



Board of Trustees
Finance and Facilities Committee Meeting
May 24, 2012

MINUTES

CALL TO ORDER

Trustee Olga M. Calvet, chair of the Finance and Facilities Committee, called the meeting to order at 9:50 a.m. Committee members Jim Atchison, Ida Cook, Marcos Marchena, and Cortez Whatley were present. Committee member Robert Garvey attended via teleconference. Trustees Meg Crofton and Richard Crotty were present. Trustee Ray Gilley attended via teleconference.

JOINT SESSION

The Finance and Facilities Committee joined the Educational Programs Committee meeting at 9:50 a.m.

UCF 2012-13 Work Plan

Tony G. Waldrop, Provost and Executive Vice President, and Paige Borden, Assistant Vice President for Institutional Knowledge Management, reviewed an update of UCF's multi-year work plan that President Hitt will present in June to the Florida Board of Governors. Waldrop acknowledged the efforts of Paige Borden and Executive Vice Provost Diane Chase in preparing this work plan.

University Efficiencies

William F. Merck II, Vice President for Administration and Finance and Chief Financial Officer, submitted a list of operational efficiencies achieved by UCF to the board members for their information.

Tuition and Fee Comparison

Tracy Clark, Assistant Vice President for Finance and Controller, gave an overview of UCF's Fall 2011 tuition and fees compared to its national peer universities and other Florida public universities.

2012-13 Tuition, Tuition Differential, Out-of-state Fees, Financial Aid Fees, and Technology Fees (FFC-1)

Clark presented the recommended tuition and fee increases for 2012-13. The legislature established a zero-percent tuition increase for undergraduate students, effective Fall 2012. However, the state allows the sum of base tuition and tuition differential to increase by up to 15 percent. Also, tuition and out-of-state fees for graduate and non-resident students may be set by each university board of trustees. These increases are subject to approval by the Board of Governors. The committee unanimously approved the 2012-13 tuition, tuition differential, out-of-state fees, financial aid fees, and technology fees as presented.

The joint session of the Finance and Facilities Committee and the Educational Programs Committee ended at 11:00 a.m. with the adjournment of the Educational Program Committee. The Finance and Facilities Committee meeting continued.

MINUTES APPROVAL

The minutes of the April 18, 2012, Finance and Facilities Committee meeting were approved as submitted.

NEW BUSINESS

Capital Improvement Trust Fund (FFC-2)

Maribeth Ehasz, Vice President for Student Development and Enrollment Services, reported that House Bill 5201 provides for increase in the fall of 2012 to the Capital Improvement Trust Fund (CITF) Fee. The Board of Governors' staff members have estimated that UCF will receive a projected allocation of \$25.4 million in 2012 if the CITF fee is raised to the maximum \$2 per credit hour. Without an increase, the allocation to UCF is estimated to be \$7.5 million. A CITF committee was formed and recommended a \$2.00 increase in the fee effective fall of 2012 to support the design and development of the John C. Hitt Library. The committee unanimously approved the proposed \$2.00 CITF fee increase.

2012-13 Tuition and Fee Amendments to University Regulation UCF 9.001 (FFC-3)

Youndy Cook, Associate General Counsel, requested that the board approve amendments to University Regulation UCF 9-001 to establish tuition and fees for the 2012-13 academic year. The committee unanimously approved the amendments to the regulation.

Amendment to University Regulation UCF-9.006 Miscellaneous Fees (FFC-4)

Cook reviewed the proposed amendment to the university regulation on miscellaneous fees to make the convenience fee, currently fixed, a variable fee. Cook noted that the word "varies" on page 4, section (29), will be changed to read "variable." The committee unanimously approved the amendment to the regulation with the revised spelling.

University Operating Budget report ended March 31, 2012

Clark reviewed the third quarter University Operating Budget report.

2012-13 University Operating Budget (FFC-5)

Clark gave an overview of the proposed 2012-13 operating budgets for Educational & General, Medical School, Auxiliary Enterprises, Sponsored Research, Student Financial Aid, Student Activities, Technology Fee, and Concessions. The Educational & General and Medical School budgets reflect the amounts proposed by the legislature and approved by the governor. The committee unanimously approved the 2012-13 University Operating Budget.

2012-13 College of Medicine Self-insurance Program Budget (FFC-6)

Deborah C. German, Vice President for Medical Affairs and Dean of the College of Medicine, presented the 2012-13 Self-insurance Program budget for the College of Medicine. The committee unanimously approved the budget as presented.

Increased Line of Credit for UCFAA Operations (FFC-7)

Merck reported that this item had been withdrawn.

2012-13 Capital Outlay Budget (FFC-8)

Lee Kernek, Associate Vice President for Administration and Finance, reviewed the 2012-13 capital outlay projects budget that supports the five-year capital improvement plan list for UCF. The committee unanimously approved the university's 2012-13 capital outlay budget with authorization for the president to make necessary adjustments during the year.

University Smoke-free Policy (FFC-9)

Student Development and Enrollment Services staff members gave a smoke-free campus presentation. Maribeth Ehasz, Vice President for Student Development and Enrollment Services, then reviewed the rationale for UCF's decision to become a smoke-free campus. Implementation is planned for the first day of the Fall 2012 semester. The Rosen College of Hospitality Management, the College of Medicine, and various Greek houses are currently smoke-free. This policy will represent an expansion of smoke-free environments to all UCF properties. A grant from the Orange County Public Health Department will provide funds for extensive marketing and education for the UCF community. The committee unanimously approved the university smoke-free policy.

Chair Calvet adjourned the Finance and Facilities Committee meeting at 11:53 a.m.

Respectfully submitted: _____

William F. Merck II
Vice President for Administration and Finance
and Chief Financial Officer

_____ Date