

**Minutes**  
**Board of Trustees Meeting**  
**University of Central Florida**  
**Live Oak Center**  
**May 21, 2009**

Chair Richard Walsh called the meeting of the Board of Trustees to order at 12:30 p.m. The following members attended the meeting:

The Honorable Judith Albertson	The Honorable Phyllis Klock
The Honorable Patrick Christiansen	The Honorable Brian Peterson
The Honorable Ida Cook	The Honorable Harris Rosen
The Honorable Alan Florez	The Honorable Conrad Santiago
The Honorable Micky Grindstaff	

**WELCOME**

Chair Walsh welcomed the board members and called for approval of the March 19, 2009, board meeting minutes, which were approved as written.

Chair Walsh called the board members' attention to the informational materials provided at their places. He asked the board members to review their revised biographies for accuracy and completeness.

Chair Walsh called upon Dan Holsenbeck, Vice President for University Relations, to introduce the following special guests: Florida State Senator Lee Constantine and Florida House of Representatives members Dean Cannon, Steve Crisafulli, Mike Horner, Steve Precourt, Scott Randolph, and Dwayne Taylor. Each legislator briefly addressed the board.

President John Hitt and Chair Walsh thanked the legislators for their work on behalf of UCF. In addition, Walsh expressed his appreciation for the excellent work in Tallahassee of Vice President Holsenbeck.

Holsenbeck introduced the following UCF legislative scholars: Matthew Benchimol, Katlin Cravatta, Jessica Graham, Michael Lueptow, Louisa Tarassova, and Amanda Williams.

Chair Walsh welcomed two new trustees. **Dr. Ida Cook** replaces Trustee Manoj Chopra and serves on the board by virtue of her office as the chair of the Faculty Senate. **Brian Peterson** replaces Trustee Logan Berkowitz and serves on the board by virtue of his office as the president of the Student Government Association. President Hitt presented each with a gold Pegasus pin.

Chair Walsh called on President Hitt for opening remarks and introductions.

## **REMARKS AND INTRODUCTIONS**

President Hitt announced that, for the third consecutive year, UCF has placed the largest number of student-athletes on the Commissioner's Honor Roll of any school in Conference USA. With 224 student-athletes, UCF eclipsed its own league record of 194 from the prior year.

Hitt reported that the UCF men's golf team claimed the NCAA Southeast Regional title in April and earned a bid to the NCAA Championship in May.

Hitt recognized head coach **Joi Williams**, who led the women's basketball team to the NCAA Tournament in her second season as coach. The Lady Knights ended the season with a 15-8 conference record and a 17-16 overall record. Nine of the 14 members of the UCF women's basketball team earned a grade point average of 3.0 or higher during 2008. In addition, the 2009 Conference USA Tournament champions also received the conference's Most Improved Team GPA award. Present with Coach Williams was team member **Leah Paige**.

Hitt announced that, for the fourth consecutive season and for the seventh time in the past eight years, UCF football was recognized in the NFL draft when the Pittsburgh Steelers selected cornerback and return specialist Joe Burnett in the fifth round.

Hitt reported that UCF was seventh in the number of patents on the IEEE Spectrum Patents Scorecard. UCF's peers on the top ten list are MIT, Harvard, the University of Texas, and Stanford. Hitt congratulated the faculty members responsible for this outstanding achievement.

He also recognized the following members of the UCF community:

**Dione Thomas**, a member of the UCF women's indoor track and field team, was named one of 12 Conference USA student-athletes to receive the 2008-2009 Winter Conference USA Spirit of Service award for her significant community service, good academic standing, and participation in her sport.

**Dennis Dulniak**, university registrar, was recently awarded The Founders Award for Leadership by the American Association of Collegiate Registrars and Admissions Officers. The award is presented for "vision, leadership, and longevity of service to the profession."

Hitt announced that the Employee of the Month for March was **Brandy Christman**, a program assistant in the Burnett Honors College, and that the Employee of the Month for April was **Camille Cox**, an accountant in the College of Business Administration.

Hitt asked the audience to join him in congratulating all these outstanding members of the UCF family.

## CONSENT AGENDA

A motion was made to accept the amended consent agenda, and members of the board concurred with the following actions:

- **BOT-1 University of Central Florida Board of Trustees' Committee Assignments** – For information only, a revised list of 2009 committee assignments.
- **EP-1 Tenure Recommendations** – Approval of tenure for listed faculty members.
- **EP-2 Equity Accountability Program** – Approval of Equity Accountability Plan Narrative Progress Report and Update 2007-2008.
- **FIN-1 Revisions to University of Central Florida Parking Regulation** – Approval of the adoption and renumbering of a regulation to establish parking fees and parking enforcement, approval to increase these fees and fines, and approval of an increase in the campus transportation access fee to \$7.94 per credit hour.
- **FIN-2 Repeal of Redundant Rules** – Approval of the repeal of duplicative and conflicting rules 6C7-7 (entitled “Purchasing”), 6C7-8 (entitled “Florida Solar Energy Center Program”), and 6C7-9 (entitled “Tuition and Fees”) of the Florida Administrative Code.
- **FP-2 Supplemental Educational Plant Survey** – Approval of the supplemental educational plant survey that includes the Public Safety building and the Partnership III building.
- **FP-3 Force Protection Easements** – Approval of 1) a security easement for the construction of an anti-terrorism fence, gates, and electronic surveillance equipment, 2) an easement for the construction of a parking garage on the Partnership II and III parcel in the Central Florida Research Park, and 3) the delegation of authority to the president or his designee(s) to execute easements and other appropriate documents necessary to finalize the project.
- **NOM-1 Nominating Committee Charter Revision** – Approval of the Nominating Committee’s revised charter.
- **NOM-2 Presidential Selection: Process Guide for the University of Central Florida** – Approval of the “Presidential Selection: Process Guide for the University of Central Florida.”

## **ADVANCEMENT COMMITTEE REPORT**

Trustee Alan Florez, chair of the Advancement Committee, reported the highlights from the committee meeting earlier in the day:

- Robert Holmes, Vice President for Alumni Relations & Development, presented year-end philanthropy projections.
- Holmes reported that Marts & Lundy, the firm retained by the Foundation to assess its operations, had made recommendations for launching a major donor campaign.
- Trustee Florez recapped highlights of the 2009-2010 legislative session.
- Trustee Pat Christiansen thanked Vice President Holsenbeck for his outstanding work with the legislature.
- Florez reported that UCF is on track for its 2009-2010 goal of FTIC and transfer applications, and 58 National Merit Scholars have indicated their intent to come to UCF.

## **AUDIT AND OPERATIONS REVIEW COMMITTEE REPORT**

Trustee Conrad Santiago, reporting for Olga Calvet, chair of the Audit and Operations Review Committee, reported the highlights from the committee meeting of April 22, 2009:

- Amy Voelker, Director of University Audit, updated the committee on the Auditor General Financial audit and the Auditor General Compliance and Internal Controls over Financial Reporting and Federal Awards audit.
- The Board of Governors accepted its Audit Committee's charter in March.
- University Audit has become involved in the UCF Foundation's external audit process.
- In her follow-up report on the July-December 2008 internal audit controls, Voelker stated that management had completed 83 percent of the 70 recommendations.
- Chair Walsh thanked the committee for its support of UCF's University Audit team.

## **COMPENSATION AND LABOR AD HOC COMMITTEE REPORT**

Trustee Pat Christiansen, reporting for Tom Yochum, chair of the Compensation and Labor Ad Hoc Committee, presented the following item for board approval and reported the highlights from the committee meeting of April 7, 2009:

- **COMP-1 Guideline on the Appointment of Individuals Holding Public Office**  
– A motion was made and passed by the board approving the Compensation and Labor Committee's document entitled "Guideline on the Appointment of Individuals Holding Public Office."

- Christiansen also reported that the committee continues its work on the annual assessment of the president and on the year-end Performance Unit Plan awards.

### **EDUCATIONAL PROGRAMS COMMITTEE REPORT**

Trustee Judy Albertson, chair of the Educational Programs Committee, reported that the consent agenda items approved from the committee meeting earlier in the day included:

- tenure recommendations, presented by Provost Terry Hickey
- the Equity Accountability Plan Narrative Progress Report and Update for 2007-08, presented by Janet Balanoff, Director of Equal Opportunity and Affirmative Action Programs.

Albertson presented the following item for board approval:

- **EP-3 UCF Strategic Plan** – A motion was made and passed by the board approving the UCF Strategic Plan overview and guidance statement, which includes the mission statement, vision statement, values, goals, and challenges. A second motion was made and passed approving the UCF Strategic Plan process.

### **FACILITIES PLANNING COMMITTEE REPORT**

Trustee Pat Christiansen, chair of the Facilities Planning Committee, reported the highlights from the committee meeting of May 13, 2009:

- Trustee Christiansen announced that item FP-1, Bright House Networks Stadium Uses, was removed from the agenda and referred back to the committee.
- Christiansen reported that FP-2, Supplemental Educational Plant Survey, and FP-3, Force Protection Easements, were approved on the consent agenda.
- Holmes gave an update on the NorthView project.
- Christiansen announced the following dates for the 2010-2020 UCF Master Plan schedule:
  - the first informal informational session was held on April 16, 2009
  - the first public hearing will be held on July 16, 2009
  - a public hearing with the Board of Trustees will be held on November 19, 2009
- Issues with Parking Garage A have been resolved and it is open for use. Plans are underway for Parking Garage VI to be located between the Fairwinds Alumni Center and the Thermal Energy Storage Facility.

David Norvell, Director of Sustainability and Energy Management, gave a presentation on UCF energy conservation initiatives and their associated cost reductions.

## **FINANCE COMMITTEE REPORT**

Trustee Conrad Santiago, chair of the Finance Committee, gave highlights from the April 29, 2009, committee meeting and from the committee meeting earlier in the day:

- Scott Cole, Vice President and General Counsel, reported on FIN-1, Revisions to University of Central Florida Parking Regulation, and FIN-2, Repeal of Redundant Rules, that were approved in the consent agenda.
- Vanessa Fortier, Associate Vice President for Administration and Finance, presented a legislative budget update. She also gave an operating budget status report for the nine months ending March 31, 2009.
- Holmes gave an update on the UCF Foundation's refinancing of three of its properties located in the Research Park: the Orlando Tech Center, the IST building, and the Research Pavilion.
- William Merck, Vice President for Administration and Finance, reported that the Finance Committee charter discussion was postponed.
- Merck reported that UCF currently has budget reserves that are 9.4 times the maximum annual debt service. The bond insurers require 2.0 times the maximum annual debt service.
- Merck gave an overview of the university and DSO debt report.
- Santiago reported that the search for an investment consultant has been narrowed to two finalists.
- Tracy Clark, University Controller, gave an overview of the 2008-2009 audited financial statements and commented that there were no findings.
- Representatives from UCF Athletics Association, Inc., UCF Foundation, UCF Research Foundation, UCF Convocation Corporation, Golden Knights Corporation, and UCF Finance Corporation reviewed their organization's second-quarter financial reports.
- Fortier gave a tuition and fee report that compared UCF with peer universities and other Florida public universities.

Santiago presented the following items for board approval:

- **FIN-3 Creative School for Children Fee Increase for Fall 2009** – A motion was made and passed by the board approving fee increases beginning Fall 2009 for the Creative School for Children.
- **FIN-4 Fall 2009 Tuition, Differential Tuition, Out-of-State Fees, and Financial Aid Fees** – A motion was made and passed by the board approving the proposed tuition, differential tuition, non-resident fees, and financial aid fees for undergraduate and graduate students for Fall 2009.

- **FIN-5 2009-2010 Tuition and Fee Amendments to University Regulation UCF-9.001** – A motion was made and passed by the board approving amendments to University Regulation UCF-9.001 to establish tuition, non-resident fees, associated fees, differential tuition, distance learning fee, and the UCF College of Medicine annual tuition fees for the 2009-2010 academic year.
- **FIN-6 University’s 2009-2010 Operating Budget** – A motion was made and passed by the board approving the university’s 2009-2010 operating budget for the Educational and General, Auxiliary Enterprises, Sponsored Research, Student Financial Aid, Student Activities, and Concessions areas.
- **FIN-7 2009-2010 Capital Outlay Budget** – A motion was made and passed by the board approving the university’s 2009-2010 capital outlay budget and authorizing the president to make necessary adjustments to the 2009-2010 capital outlay budget as necessary during the year.

**GOVERNANCE STRUCTURE AND PROCESS REVIEW AD HOC COMMITTEE REPORT**

- Trustee Patrick Christiansen, chair of the Governance Structure and Process Review Ad Hoc Committee, reported that the committee met on April 27, 2009, and has forwarded its materiality policy document to Vice President Cole for review.

**NOMINATING COMMITTEE REPORT**

Trustee Phyllis Klock, chair of the Nominating Committee, reported the highlights from the committee meeting of April 23, 2009:

- The committee approved a minor revision to the Nominating Committee charter. The board approved the revised charter on the consent agenda.
- Enhancements were made to the “Presidential Selection: Process Guide for the University of Central Florida,” and this revised document was approved as item NOM-2 on the consent agenda.

**ANNOUNCEMENTS AND ADJOURNMENT**

President Hitt, on behalf of the UCF Foundation, presented Trustee Christiansen with the President’s Trust Award in recognition of the Christiansens’ \$100,000 contribution to the university.

Hitt referenced the 2009-2010 UCF budget handout that revealed a budget cut of \$77,200,000, or 26.67% of the university's 2006-07 full funding as of July 2009. He noted that the General Revenue and lottery cuts for 2009-10 are \$38,300,000, which will create a revenue shortfall of \$7,200,000 for 2009-2010. Hitt announced that UCF is planning to address the budget shortfall.

Chair Walsh announced that the Board of Governors' meeting is scheduled for June 17-18, 2009, in the Live Oak Center on the UCF campus.

The next Board of Trustees' meeting will be July 23, 2009, in the Live Oak Center.

Chair Walsh adjourned the board meeting at 2:17 p.m.

Respectfully submitted: \_\_\_\_\_ Date: \_\_\_\_\_

John C. Hitt  
Corporate Secretary