

**Minutes
Board of Trustees Meeting
University of Central Florida
July 25, 2013**

Acting Chair Olga Calvet called the meeting of the UCF Board of Trustees to order at 1:08 p.m. in the Live Oak Center on the UCF Orlando campus.

The following board members attended the meeting: Trustees Richard Crotty, Alan Florez, Robert Garvy, Reid Oetjen, John Sprouls, and Melissa Westbrook.

WELCOME

Calvet reminded the board that the meeting was covered by the Florida Sunshine Law and that the public and press were invited to attend.

Calvet welcomed the board members and called on Dr. Rick Schell, Associate Corporate Secretary, to call the roll. Schell determined that a quorum was present.

Calvet called for approval of the May 23, 2013, board meeting minutes, noting that the minutes had a correction involving her attendance via teleconference. The board meeting minutes were approved as corrected.

Calvet called on President John C. Hitt for remarks and introductions.

REMARKS

Hitt welcomed **State Representative Joe Saunders**, a UCF graduate, representing District 49, which includes UCF. Saunders provided a legislative update that included the restoration of funding to the budget to the entire state university system. He presented Hitt and the board with a commemorative plaque reflecting the State of Florida's House Resolution 9119, which recognized the 50th anniversary of the University of Central Florida and designated June 10, 2013, as UCF Day in Florida.

Hitt referred the board members to the Board of Governors' *2013-14 System Summary of University Annual Work Plans* included in their meeting materials and asked that they review it.

INTRODUCTIONS

Hitt recognized the following faculty and staff members for their accomplishments.

A. Staff

Hitt congratulated **Janet Balanoff**, Director of Equal Opportunity and Affirmative Action Programs, for achieving senior certified affirmative action professional status awarded by the American Association for Affirmative Action.

B. Employee of the Month

The Employee of the Month for June was **Katrina Cesaire**, a senior executive secretary in the Provost's Office.

The Employee of the Month for July was **Donna Lucas**, an administrative assistant in the Psychology Department.

INFORMATION

Calvet noted the following information item.

- **INFO-1 2015-16 UCF Board of Trustees Meeting Dates**

CONSENT AGENDA

Calvet read the consent agenda items into the record. A motion was made to accept the consent agenda, and members of the board unanimously approved the following actions.

- **CL-1 Fourth Amended and Restated Employment Agreement for President John C. Hitt** – Approval of the Fourth Amended and Restated Employment Agreement for John C. Hitt and authorization to the vice president and general counsel to draft an employment agreement consistent with the recommendations approved by the board and to be executed and approved by the chair of the board and chair of the Compensation and Labor Committee on behalf of the board.
- **EP-1 Conferral of Degrees** – Concurrence with the conferral of degrees at the Summer 2013 commencement ceremonies on August 3:

2,965 baccalaureate degrees
711 master's degrees
145 doctoral and specialist degrees
3,821 Total

- **FF-1 Five-year Capital Improvement Plan Approval** – Approval of the Five-year Capital Improvement Plan for 2014-15 through 2018-19.
- **FF-2 Release of Unrestricted Golden Knights Corporation Revenues** – Approval of the release of the unrestricted Golden Knights Corporation revenues to the UCF Athletics Association for 2012-13.
- **FF-3 Amend Payment for UCFAA Loan to the University** – Approval of UCFAA to make a reduced loan payment to the university.

- **FF-4 2013-14 Direct Support Organizations' Budgets** – Approval of the 2013-14 Direct Support Organizations' Budgets (Golden Knights Corporation, Athletics Association, Convocation Corporation, Finance Corporation, Foundation, and Research Foundation).

ADVANCEMENT COMMITTEE REPORT

Rich Crotty, Chair of the Advancement Committee, announced that there was no report for the committee.

AUDIT, OPERATIONS REVIEW, COMPLIANCE, AND ETHICS COMMITTEE REPORT

Alan Florez, Vice Chair of the Audit, Operations Review, Compliance, and Ethics Committee, reported the following highlights from the June 21, 2013, meeting.

- **Dr. Rick Schell**, Vice President and Chief of Staff, provided an update on the search for the Chief Audit Executive.
- **Amy Voelker**, Director of University Audit, provided a work plan update, noting that six of the fifteen planned internal audits had been completed. She recommended that the current plan remain in place during the transition period to a new chief audit executive.
- **Rhonda Bishop**, Chief Compliance and Ethics Officer, advised that a candidate was selected for the position of Director of Compliance and Ethics and that a search for a Director of Compliance and Risk Management would be reopened.
- Bishop updated the committee on the off-site review by the U.S. Department of Education regarding the university's compliance with the Clery Act.
- Bishop further advised that following the Tower One incident on March 18, 2013, the U.S. Department of Education made two additional requests for information regarding the university's response.
- Bishop gave an update on athletics compliance as part of the university's corrective actions in response to the NCAA infractions case. She noted that a compliance group retained to conduct an annual review of the athletics compliance program would present its completed report.
- Bishop also reported on an effort led by her office to bring together Florida SUS compliance officers and staff to discuss compliance topics and new regulatory requirements and to share best practices.

COMPENSATION AND LABOR AD HOC COMMITTEE REPORT

John Sprouls, Chair of the Compensation and Labor Ad Hoc Committee, noted the item approved on the consent agenda. He announced that the committee held meetings on June 27, 2013, and July 16, 2013.

- **CL-2 Board of Trustees and United Faculty of Florida-Collective Bargaining Impasse Resolution** – A motion was made and unanimously passed by the board approving the Board of Trustees and United Faculty of Florida-Collective Bargaining Impasse Resolution.

Sprouls reported that at its June 27, 2013, meeting the committee reviewed and revised the president's employment agreement to conform to Florida statutes.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

Robert Garvy, Chair of the Educational Programs Committee, reported the highlights from the committee meeting held earlier in the day.

- **Dr. Tony Waldrop**, Provost and Executive Vice President, gave an update on conferral of degrees for the summer session.
- **Dr. Michael Georgiopoulos**, Dean of the College of Engineering and Computer Science, reported on the academic program review for the College of Engineering and Computer Science. He also reported on the status of the recommendations made for each of the programs reviewed in 2011-12.

Hitt stated that the faculty-to-student ratio continues to be a university-wide issue. He noted that it is a tribute to faculty members that they continue to produce high quality instruction and research, along with graduating large numbers of students. Hitt stated that the university seeks to hire additional tenure-track faculty.

FINANCE AND FACILITIES COMMITTEE REPORT

Olga Calvet, Chair of the Finance and Facilities Committee, noted the items approved in the consent agenda.

Calvet reported the following highlights from the committee meeting held earlier in the day.

- Approval of a new five-year capital improvement plan.
- Approval of the 2013-14 operating budgets for several DSOs, including the Golden Knights Corporation, Athletics Association, Convocation Corporation, Finance Corporation, Foundation, and Research Foundation, per Florida Board of Governors' requirement.
- Approval for a reduction this year of the loan payment that the UCFAA makes to the university.
- Approval of the release of revenues that are above budget or obligations by the Golden Knights Corporation to the UCFAA for 2012-13. In addition, the committee reviewed the quarterly financial information for various DSOs and addressed board members' questions.

NOMINATING AND GOVERNANCE COMMITTEE REPORT

Rich Crotty, Vice Chair of the Nominating and Governance Committee, reported that the committee met via teleconference on June 28, 2013, to nominate a chair and vice chair for the UCF Board of Trustees. He stated that the committee's recommendations were void since Grindstaff was not reappointed to the board by the governor. The matter was tabled until the committee could reconvene to discuss the issue.

- **NG-1 Chair and Vice Chair Recommendations, Nominations, and Elections, UCF Board of Trustees** – A motion was made and passed to table the item.

Garvy recommended that the board acknowledge its appreciation for Grindstaff's leadership, service, and contributions to the board of trustees, and the trustees concurred.

Hitt stated that Grindstaff had served the board with devotion and distinction, and he will be missed.

STRATEGIC PLANNING COMMITTEE REPORT

Alan Florez, Chair of the Strategic Planning Committee, announced that the committee met on June 24, 2013, and reported the following highlights from that meeting.

- Florez and **Admiral Al Harms, Jr.**, Vice President for Strategy, Marketing, Communications, and Admissions, recommended a newly adopted process for the Strategic Planning Committee to use the Board of Governors’ university work plan as the principal document for defining and measuring outcomes. Harms advised that UCF’s 2013-14 work plan was approved by the Board of Governors during its June meeting.
- Harms also recommended that the committee monitor UCF’s progress in achieving specific goals outlined in future performance-funding models. The committee is also considering a name change to reflect its new focus on these initiatives.

ANNOUNCEMENTS AND ADJOURNMENT

Chair Calvet announced the following upcoming meetings:

Board of Governors meeting	September 11-12 (New College of Florida)
State of the University address	September 24 (Pegasus Ballroom)
Board of Trustees meeting	September 26 (Live Oak Center)
Diversity Breakfast	October 21, 8-10:00 a.m. (Pegasus Ballroom)
Trustee Summit 2013	November 20 (Florida International University)

Calvet announced that information on the Board of Governors’ Trustee Summit 2013 was included with the trustees’ materials.

Calvet invited the trustees to attend the UCF commencement ceremonies the first weekend in August.

Calvet adjourned the board meeting at 1:45 p.m.

Respectfully submitted: _____

John C. Hitt
Corporate Secretary

Date: _____